Ninety-Sixth

ANNUAL REPORT

of the

Town Officers

Southborough, Mass.

for the

Year Ending December 31,

1969

The Hoyle Press, 9 May St., Worcester, Mass. 01610

Bring This Report With You To Town Meeting

LT. JOSEPH MAURO

The Board of Selectmen wish to dedicate

this 1969 Annual Town Report to

Lt. Joseph Mauro

acknowledging his 45 years of devoted service

to the Southborough Fire Department

In Memoriam

WILLIAM H. ONTHANK 1890 - 1969

ELECTION OFFICER	1914 - 1969
BALLOT OFFICER	1914 - 1924
DEPUTY WARDEN—PREC. I	1924 - 1933
WARDEN—PREC. I	1933 - 1969
INSPECTOR OF CATTLE	1919 -
INSPECTOR OF ANIMALS	1923 - 1960
MOTH SUPERINTENDENT	1939 - 1965
INSPECTOR OF INSECT & DISEASE CONTROL	1965 1967
FIELD DRIVER	1952 -
TREE WARDEN	1950 - 1969

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TOWN of SOUTHBOROUGH, MASS.

Incorporated July 6, 1727

Population, January 1, 1969	5,510 (Est.)
Voters (as of September 10, 1969)	2,547

STATE and COUNTY OFFICERS 1969

Acting Governor—Francis W. Sargent
Lieutenant Governor—

Secretary—John F. X. Davoren

Treasurer—Robert Q. Crane

Auditor—Thaddeus Buczko

Attorney General—Robert H. Quinn

Senators in Congress—Edward M. Kennedy
Edward W. Brooke

Senator—Fourth Worcester District—James A. Kelly, Jr.

Representative in Congress—Fourth District—
Harold D. Donohue

Councillor—Seventh District—Walter F. Kelly

Representative in General Court—Robert C. Reynolds

County Commissioners—Paul X. Tivnan
Joseph A. Aspero**
William H. Cassidy

District Attorney—William T. Buckley

Clerk of Courts—James J. Joyce

Register of Deeds—Robert R. Gallagher

County Treasurer—Edward P. Bird

Register of Probate—F. Joseph Donohue

** Resigned

ELECTIVE TOWN OFFICIALS - 1969

*** Term of Office Expires in March of Year**

MODERATOR—1 yr.

Donald R. Banks *1970

TOWN TREASURER—1 yr.

Walter F. White *1970

TOWN CLERK—3 yrs.

Paul J. Berry *1972

TOWN COLLECTOR—3 yrs.

Walter F. White *1971

BOARD OF SELECTMEN—3 yrs.

Charles B. Swartwood III *1970
Robert C. Dumont *1971
Louis J. Bartolini *1972

BOARD OF ASSESSORS—3 yrs.

George A. Labarre, Jr. *1970
Arthur K. Holmes *1971
Ralph H. Clark *1972

SCHOOL COMMITTEE—3 yrs.

Herbert L. Cobb *1970
Richard A. Hallisey *1970
Janice A. Fletcher *1971
Harvey D. Bigelow *1972
George W. Coleman *1972**
Robert M. Williams (to fill vac.)

BOARD OF HEALTH—3 yrs.

Philip G. Mauch *1970
John A. Bartolini *1971
Timothy P. Stone, M.D. *1972

** Resigned

WATER COMMISSIONERS—3 yrs.

Arthur L. Hosmer *1970
George A. Mooney *1971
John C. Misener *1972

TREE WARDEN—3 yrs.

Howard E. Truesdale *1972

TRUSTEES OF PUBLIC LIBRARY—3 yrs.

Harrison L. Reinke *1970
Beaulah T. Callaghan *1970
Ane S. Bradley *1971
Elizabeth B. White *1971
James A. Higgiston *1972
Natalie J. Fantony *1972

CEMETERY COMMISSIONERS—3 yrs.

Lawrence R. Hamelin *1970
Harvey D. Bigelow *1971
George L. Burwell *1972

PLANNING BOARD—5 yrs.

Paul J. McCarthy *1970**
Peter Phaneuf *1971
Charles W. Sawin *1972**
Paul R. O'Connell (to fill vac.)
Philip W. Burke *1973
Robert E. Hoss *1974

ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL DISTRICT COMMITTEE—3 yrs.

Herbert L. Cobb *1972

APPOINTIVE TOWN OFFICIALS - 1969

*** Term of Office Expires in March of Year**

Appointments by the Moderator

ADVISORY COMMITTEE—3 yrs.

William L. Zolli *1970
Charles E. Wood *1970
Joseph F. Callaghan *1971
William Pessolano *1971**
Richard T. Tebbetts (to fill vac.)
David E. Taylor *1972
Ulderic F. Hurley *1972

PERSONNEL BOARD—3 yrs.

Thomas W. McAuliffe *1970
Edward J. Phair *1970
Kenneth F. Clark, Jr. *1971
J. Franklin Millea *1971
Arthur L. Sisson, Jr. *1972

RECREATION COMMISSION — 5 yrs.

Rena L. Herrick *1970
Helen F. Rego *1971
Napoleon R. DePina *1972
Richard F. Varney *1973
Wililam A. Wiedergott *1974

Appointments by Water Commissioners

SUPT. WATER DEPARTMENT —1 yr.

William G. Binder, Jr.
Julia C. Murphy, Clerk

Appointments by Selectmen

REGISTRARS OF VOTERS— 3 yrs.

John H. Maley *1970
Mildred E. Stivers *1971
Sereno W. Johnson *1972

BOARD OF APPEALS—5 yrs.

BurtonB . Derby *1970
Patricia E. Boyle (Assoc.) *1970**
John J. Falconi (Assoc.) *1970
Joseph G. Fantony *1971
Edward L. Kehew *1972**
James R. Cappello (to fill vac.)
Francis J. Bousquet *1973
Levio J. Cibelli *1974

TOWN ACCOUNTANT —3 yrs.

Fred L. Baker, Sr. *1970

INDUSTRIAL DEVELOPMENT COMMISSION—5 yrs.

Francis E. Ramelli *1970
John L. Hopkins *1971
W. Keith Smith *1972
Richard E. Beaucar *1973**
Thomas J. Grady(to fill vac.)
Roger W. Maconi *1974**
George N. Thibeault (to fill vac.)

CONSERVATION COMMISSION —3 yrs.

Curtis D. MacLauchlan *1970
Francis . Bousquet *1970
William Mauro *1971
Arthur K. Holmes *1971
Hamilton Armstrong *1972
Peter Phaneuf *1972

** Resigned

APPOINTIVE TOWN OFFICIALS—1969

*** Term of Office Expires in March of Year**

SWIMMING POOL STUDY COMMITTEE

Edward Priest
Frank J. Douglas
Charles G. Barton
Bernard W. McGowan
Harold W. Walcott

REFUSE DISPOSAL PLANNING COMMITTEE

Donald W. Somes
Philip G. Mauch
G. Lloyd Nolan
** Resigned

The following appointments expire in March 1969:

EXECUTIVE SECRETARY to the BOARD of SELECTMEN

Mary J. Firmin

CLERKS to the BOARD OF SELECTMEN

Ida J. McHugh**
M. June Heeley (to fill vac.)
Marjorie R. Putnam

TOWN COUNSEL

William F. Brewin

CHIEF of the FIRE DEPARTMENT

Edward F. Brock

DEPUTY FIRE CHIEF

Francis E. Ramelli

FIRE WARDEN

Edward F. Brock

** Resigned

CONSTABLES

Francis J. Mattioli
Paul A. Beliveau
Fred L. Baker, Jr.
William J. Colleary, Jr.
Robert J. Durran
Philip L. Connors
William C. Harpster

SPECIAL CONSTABLE

H. Edwin Shaul

CHIEF OF POLICE

Francis J. Matiolli (Tenure)

REGULAR POLICE

Fred L. Baker, Jr. (Sgt.)
Paul A. Beliveau (Sgt.)
William J. Colleary, Jr. (Patrolman)
Robert J. Durran (Patrolman)
Philip L. Connors (Patrolman)
William C. Harpster (Patrolman)

RESERVE POLICE OFFICERS

Leo Bertonazzi
William E. Gray
John Hempel
Richard L. Mattioli
Douglas Packard
Joseph R. Noborini
Henry D. Pietrasiak
Anna M. Beliveau (Matron)
Mary-Jane F. Boland (Matron)

SPECIAL POLICE OFFICERS

Cameron Bradley (Bradley Property)
Alvah Bugley (Eastleigh Property)

APPOINTIVE TOWN OFFICIALS—1969

* Term of Office Expires in March of Year

Lewis D. Maida (Town Hall)
Leo J. Pessini (Highways)
Calvin J. Mauro (Highways)
George R. Boothby (Highways)
Warren D. Harding (Civil Defense)
William M. Rudd (Civil Defense)
Charles Rossi (Fayville Village Hall)
Orman R. Sanborn (Town Dump)
Edgar Paquette (Data General Corp.)
Frank Ramelli, Sr. (St. Mark's School)

SPARE POLICE OFFICERS

Harvey D. Bigelow
Charles W. Carter
Asa Gray, Jr.
George A. Labarre, Jr.
Theodore Pietrasiak

JAIL KEEPER

Francis J. Mattioli

DOG OFFICER

Charles F. Hamel

DIRECTOR VETERANS SERVICES AND BURIAL AGENT

Joseph K. Murphy

VETERANS' GRAVES OFFICER

George L. Burwell

HIGHWAY SUPERINTENDENT

Leo J. Pessini

TOWN HALL CUSTODIAN

Lewis D. Maida

SUPERINTENDENT OF INSECT PEST CONTROL

Howard E. Truesdale

INSPECTOR OF ANIMALS

Sereno W. Johnson

INSPECTOR OF SLAUGHTERING

Sereno W. Johnson

FAYVILLE VILLAGE HALL COMMITTEE

Charles A. Rossi
John A. Baveri
Henry Ginga**
Caesar T. Ghiringhelli (to fill vacancy)

FAYVILLE VILLAGE HALL CUSTODIAN

Charles A. Rossi

HISTORIC CELEBRATION COMMITTEE

Hamilton Armstrong
John R. McCarthy**
Paul P. Henderson**
Roger W. Maconi
Marilyn L. Beaucar**
Donald A. McBride (to fill vac.)
Marie J. Bauer
Diane A. Satterfield
John M. Weir
Janet M. E. Mattioli

** Resigned

APPOINTIVE TOWN OFFICIALS—1969

*** Term of Office Expires in March of Year**

PUBLIC WEIGHERS AND WEIGHERS OF COAL

John J. Falconi
Frank J. Douglas
Joseph Mauro
Albert L. MacDonald
Albert L. MacDonald, Jr.
Mary D. MacDonald

FIELD DRIVERS

Frank J. Rossi
Gail M. Hoss

POUND KEEPER

Joseph Mauro

DEPUTY POUND KEEPERS

Charles E. Corbett
Howard P. Norcross
Charles Fantony

BUILDING DEPARTMENT

Harold W. Walcott
Building Inspector
John F. Byrne
Deputy Building Inspector
George A. Labarre, Jr.
Building Inspector in charge of Plumbing Inspections
Joseph Dedecko
Asst. Building Inspector in charge of Plumbing Inspections
Francis J. Nemensky
Wire Inspector
Albert H. Colley
Deputy Wire Inspector
Matthew L. DelSesto
Deputy Wire Inspector
George A. Labarre, Jr.
Gas Inspector
Joseph Dedecko
Assistant Gas Inspector

CIVIL DEFENSE DEPARTMENT OPERATIONAL STAFF

Warren D. Harding
Director
William M. Rudd
Deputy Director
Arthur R. Taylor, Jr.
Deputy Director
Linda A. Buzzell
Secretary
Warren D. Harding
Radio Officer
George A. Labarre, Sr.
Communications Staff
Leonard F. Herrick
Communications Staff
Joseph R. Minville
Communications Staff
John MacLeod
Communications Staff
Donna L. Churbuck
Communications Staff
Gino L. Tebaldi
Communications Staff
Charles S. Barton
Communications Staff
David A. Churbuck
Technician
Richard A. Conrado
Technician
Leo J. Pessini
Chief Engineer
Edward F. Brock
Chief Fire Service
Timothy P. Stone, M.D.
Medical Officer

** Resigned

APPOINTIVE TOWN OFFICIALS—1969

* Term of Office Expires in March of Year

John J. Rabeni
Transportation Officer
William G. Binder, Jr.
Chief Water Service
Ronald A. Duval
Emergency Service Squad Technician
Raymond E. Leahy
Emergency Service Squad Technician
Frank W. Atchue
Emergency Service Squad Technician
Peter Chiavaras
Emergency Service Squad Technician

AUXILIARY POLICE

R. Charles Boone	Active
Charles W. Carter	"
Asa E. Gray, Jr.	"
Leonard F. Herrick	"
Theodore Pietrasiak	"
William M. Rudd	"
Carl F. Winch	"
Dean M. Lewis	Inactive
Robert J. Vanni	"
James A. Vytal	"
Robert H. Willis	"

AUXILIARY FIREFIGHTERS

Leo J. Bartolini
Edward J. Brock
David J. Maguire
Brian C. Mauro
Richard C. Rock
Warren G. Buzzell
Donald C. Morris
William J. Sullivan

** Resigned

SEWAGE FEASIBILITY STUDY COMMITTEE

Louis J. Bartolini
Charles B. Swartwood III
Robert C. Dumont
George A. Mooney
John A. Bartolini

HISTORICAL COMMISSION—3 yrs.

John D. White 1970
Paul R. O'Connell, Jr. 1970
Roland Messier 1971
Phyllis E. Axelson 1971
Hamilton Armstrong 1972

ELECTION OFFICERS

Precinct I

Natalie Cooper, Warden
Hamilton Armstrong, Deputy Warden
Rosalie I. Baker, Clerk
Janet M. E. Mattioli, Deputy Clerk
Ethel Armstrong, Inspector
Grace Newton, Inspector
Angeline Mattioli, Inspector
Sheila C. Maguire, Inspector
Catherine E. Gralton, Deputy Inspector
Cherine N. Pond, Deputy Inspector
Dorothy A. Carman, Deputy Inspector
Julia I. Fitzgerald, Deputy Inspector
Josephine E. Colleary, Teller
Olive L. Capone, Teller
Edith H. Holland, Teller
Ann H. Falconi, Teller
Eleanor J. Hamel, Teller
Gladys R. Binder, Teller

APPOINTIVE TOWN OFFICIALS—1969

* Term of Office Expires in March of Year

Jeanne O. Davis, Teller
Ruth M. Brigham, Teller
Grace K. Harwood, Teller
Helen L. Toomey, Teller
Pauline Bailey, Teller
Eileen L. Salmon, Teller
Lois W. Denman, Teller
Jean M. O'Brien, Teller
Elizabeth C. Bigelow, Teller
Frances E. Rabeni, Teller
Lorraine C. Gasparoni, Teller
Joan M. Misener, Teller
Marjorie A. McAuliffe, Teller
Catherine D. Alsterlund, Teller
Eleanor J. Banks, Teller
Betty J. Davis, Teller
Hannah D. Henderson, Teller
Elizabeth DePina, Teller
Mary A. McCann, Teller
Patricia E. Boyle, Teller
Dolores E. Patterson, Teller
Agnes Pietrasiak, Teller
Mary S. Kelly, Teller
Margaret R. Wolfe, Teller

Precinct II

Ronald M. Nelson, Warden
Joseph F. Blake,
Deputy Warden
Gloria Aspesi, Clerk
Grace V. Barber,
Deputy Clerk
Avis B. Cummings, Inspector
Bessie S. Blake, Inspector
Charlotte Russell, Inspector
Joan H. Ferri, Inspector
Josephine O'Donnell,
Deputy Inspector
Carrie G. Clark,
Deputy Inspector
Marguerite C. Fitzgerald,
Deputy Inspector
Florence P. Slack,
Deputy Inspector
Nita M. Hubley,
Deputy Inspector
Marjorie R. Putnam, Teller
Alice D. Gulbankian, Teller
Marie Bauer, Teller
Martha Hubley, Teller
Gertrude Phaneuf, Teller
Charlotte Kuzava, Teller
Irene B. Morse, Teller
Judith G. Knorr, Teller
Eleanor M. O'Rourke, Teller
Margaret A. Benson, Teller
Alice J. Tomasetti, Teller
Helen J. Sweeney, Teller
Elinor B. Black, Teller
Katherine E. Fitzgerald, Teller
Rita A. Quinn, Teller
Evelyn DeSouza, Teller
Marguerite Aspesi, Teller
Caroline Pessini, Teller
Jeannette Grillo, Teller
Diane A. Satterfield, Teller
Dorothy F. Grady, Teller
Barbara J. Lamy, Teller
Beulah T. Callighan, Teller

REPORT of the TOWN CLERK

Annual Town Meeting

March 10, 1969

At the Annual Town Meeting duly called and held in the Town Hall, Southborough on March 10, 1969 at 7 o'clock, the following articles were voted upon in legal manner. There was a quorum present. (375 voters)

Checkers: Mrs. Elizabeth Maley, Mrs. Jean O'Brien, Mrs. Gertrude Phaneuf and Mrs. Benita Hubley.

The meeting was called to order at 7:12 p.m. by Moderato Donald R. Banks.

It was voted to dispense with the reading of the Warrant.

Prior to action on the articles, Mr. Charles B. Swartwood, III, Selectman explained to the voters the Referendum question relative to additional payments of premiums for group life and health insurance for town employees, which would appear on the Ballot for the Town Election on March 17, 1969.

ARTILE 1: To hear the reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

Mr. Philip Mauch gave a short report on the construction of the new highway garage under the supervision of the Town Building Committee.

Mr. Arthur K. Holmes, Assessor, gave a short report relative to the printing of the List of Assessed properties in the town.

ARTICLE 2. To see if the Town will vote to fix, for the Calendar Year, 1969, the salary and compensation of all elective officers of the Town as provided by Section 108 of Chapter 41, of the General Law, as amended, which officers are as follows:

One Modeartor, one Town Treasurer, one Town Clerk, one Town Collector, three Selectmen, three Assessors, five members of the School Committee, three members of the Board of Health, three Water Commissioners, three Cemetery Commissioners, one Tree Warden.

Moderator	$ 25.00	School Comm. (5)	$500.00
Treasurer	2000.00	Board of Health (3)	300.00
Town Clerk	1800.00	Water Comm. (3)	300.00
Town Collector	2000.00	Cemetery Comm. (3)	75.00
Selectmen (3)	2100.00	Tree Warden	25.00
Assessors (3)	4000.00		

VOTED: That the salaries of the elected Town Officers for the calendar year 1969 be established as set forth in the Article.

ARTICLE 3. To see if the Town will vote to raise and appropriate the sum of Thirteen Thousand One Hundred Twenty-five ($13,125.00) Dollars or such other sum of money as may be necessary to pay the salaries of all elective Town Officers, or do or act thereon.

VOTED: That the sum of Thirteen Thousand One Hundred Twenty-five ($13,125.00) Dollars be raised and appropriated to pay the salaries of the elective Town Officers for the year 1969.

ARTICLE 4. To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) the unexpended balances of certain appropriations as follows:

Police Cruiser	$ 56.00
Water Department Truck	49.23
Repair or replace Town property or equip.	765.74
Memorial Day Exercises	157.00
Regional Vocational School Planning Comm.	345.00

or do or act anything in relation thereto.

$1372.97

VOTED: That the unexpended balances of certain appropriations be transferred as follows:

To Surplus Revenue (Excess and Deficiency), One Thousand Three Hundred Seventy-two and 97/100 ($1372.97) Dollars as itemized in the Article.

ARTICLE 5. To see what disposition shall be made of the dog money.

VOTED: That the sum of Six Hundred Ten and 32/100 ($610.32) Dollars as received from the licensing of Dogs be used as part of the appropriation for the Fay Library.

ARTICLE 6. To see if the Town will vote to accept a sum of money from St. Mark's School, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

VOTED: That the Town accept from St. Mark's School Four Thousand Five Hundred ($4500.) Dollars or any contribution which may be offered and that such contribution be placed in the Town Treasury.

ARTICLE 7. To see if the Town will vote to accept a sum of money from Fay School, and determine what disposition shall be made of the same, if accepted, or do act anything in relation thereto.

VOTED: That the Town accept from Fay School Three

Thousand ($3000.) Dollars or any contribution which may be offered and that such contribution be placed in the Town Treasury.

ARTICLE 8. To see if the Town will authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1969 and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year, in accordance with Section 17, of Chapter 44 of the General Laws, as amended, and pass any vote or take any action in realtion thereto.

VOTED UNANIMOUSLY: That the Town Treasurer be authorized with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1969 and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year, in accordance with Section 17, Chapter 44 of the General Laws, as amended.

ARTICLE 9. To see if the Town will authorize the Board of Assessors to use free cash in the Town Treasury, and if so, what sum for the purpose of reducing the amount to be raised and assessed as taxes in 1969 or pass any vote relative thereto.

Action on this article was postponed to and taken at the adjourned session of this town meeting held on March 19, 1969. At this meeting this article was acted on after Article 54 of the Warrant, as follows:

VOTED: That no funds be transferred from Surplus Funds to the Assessors for the purpose of reducing the tax rate for 1969.

ARTICLE 10. To see if the Town will vote to amend the Town By-Laws by striking therefrom in their entirety

those sections which apply to the "Salary Administration Plan" and inserting therefor the following sections as the "Salary Administration Plan of the Town of Southborough":

SALARY ADMINISTRATION PLAN

PREAMBLE

This by-law establishes a Salary Administration Plan, hereinafter called the "Plan" which classifies the several position classifications in the town services into groups, establishes salary schedules; establishes so-called "fringe" benefits, or "indirect pay" provisions, such as holidays and vacations with pay, sick leave, and the like; and establishes a Personnel Board to administer the Plan, as hereinafter provided, and to represent the interest of both taxpayers and town employees.

The positions of all officers and employees in the service of the town, whether full time, part time, temporary seasonal, special, casual, Civil Service, or any others, other than those positions filled by popular election and those under the direction and control of the School Committee, are hereby classified by titles in the groups listed in Schedule A, entitled "Classification Schedule," as set forth in Section 20 of this by-law.

The classification of positions which are subject to the Welfare Compensation Plan of the Commonwealth of Massachusetts and the schedule of rates therefor effective July 1, 1966 with subsequent amendments, if any, and the provisions of Section 47 D of Chapter 31 of the General Laws relating to the application of rates set forth in the aforementioned Welfare Compenstation Plan are hereby incorporated by reference.

SECTION 1. DEFINITIONS

As used in this by-law, the following words and phrases shall have the following meanings unless a different con-

struction is clearly required by the context or by the laws of the Commonwealth:

"Administrative Authority," the elected or appointed official or board having jurisdiction over a function or activity:

"Board," the Personnel Board as defined in Section 14;

"Casual Position," a position calling for part-time employment, which service does not constitute continuous service; this service is rendered occasionally and without regularity according to the demands therefor;

"Civil Service Law," Chapter 31 of the General Laws of the Commonwealth, as amended and all rules and regulations made thereunder; and any special law enacted by the General Court regulating the clasification, compensation and conditions of employment of officers and employees of the Town under Chapter 31;

"Class," a group of positions in the Town service sufficiently similar in respect to duties and responsibilties so that the same descriptive title may be used to designate each position allocated to the class, that the same qualifications shall be required of the incumbents, that the same tests of fitness may be used to choose qualified employes and that the same scale of compensation can be made to apply with equity;

"Classification Schedule," Title in Schedules A and D of Section 20 of this by-law plus class specifications which are on file with the Personnel Board and which are hereby incorporated by reference;

"Compensation Grade," a range of salary or wage rates appearing in Schedule B and C of Section 20;

"Continuous Full-time Service," employment requiring a predetermined minimum work week and uninterrupted except for authorized vacation leave, sick leave, bereavement leave, or other leave of absence;

"Continuous Employment," full-time or part-time employment uninterrupted except for authorized vacation leave, sick leave, bereavement leave, or other leave of absence;

"Department," any department, board, committee, commission or other agency of the Town subject to this by-law;

'Department Head," the officer, board, or other body having immediate supervision and control of a department;

"Employee," an employee of the Town occupying a position in the classification schedule;

"Full-time Employee," an employee retained in full-time employment;

"Full-time Employment," employment for not less than 20 hours per week for fifty-two weeks per annum, minus legal holidays and authorized vacation leave, sick leave, bereavement leave and other leaves of absence;

"Group," a group of classes appearing in Schedule A and D of Section 20;

"Increment," the dollar difference between step rates;

"Maximum Rate," the highest rate in a range which an employee normally is entitled to attain;

"Minimum Rate," the rate in a range which is normally the hiring rate of a new employee;

"Part-time Employee," an employee retained in part-time employment;

"Part-time Employment," employment for less than full-time employment, as defined above;

"Personal Rate," a rate above the maximum rate applicable only to a designated employee;

"Position," an office or post of employment in the Town service with duties and responsibilties calling for the full-time or part-time employment of one person in the performance and exercise thereof;

"Position Class," same as "Class" (a class may include only one position, in which event it is defined as a "single position class");

"Promotion," a change from a position of lower class and compensation grade to a position with greater responsibilties in a higher class and compensation grade;

"Range" the dollar difference between minimum and maximum rates;,

"Rate," a sum of money designated as compensation for

personal services on an hourly, weekly, monthly, annual or other basis;

"Salary Schedule," Schedule B, C and D or Section 20;

"Single Rate," a rate for a designated position class which is not in a range;

"Special Position," a position calling for part-time employment which, although constituting continuous employment, is not rendered during prescribed working hours, daily, weekly or annually, but is rendered as required, according to the demands for such service;

"Step Rate," a rate in a range of a compensation grade;

"Temporary Employee," (1) an employee retained in a temporary position as defined above; (2) any employee holding a temporary appointment under Civil Service Law who does not also have permanent status thereunder;

"Temporary Position," or "Seasonal Position," any position in the Town service which requires or is likely to require the service of one incumbent for a period not exceeding six calendar months, either on a full-time or part-time basis;

"Town," the Town of Southborough.

SECTION 2. TITLES OF POSITIONS

No person shall be appointed, employed or paid as an employee in any position subject to the provisions of the Salary Administration Plan under any title other than those of the Classification Schedule, or under any title other than that of the job, the duties of which are actually performed. The job title in the Classification Schedule of the Plan shall be the official title for all purposes having to do with the position and shall be used to designate the position in all payrolls, budget estimates and official reports, and in every other connection involving personnel and fiscal processes.

SECTION 3. NEW OR CHANGED POSITIONS

Whenever a new position is established, or the duties of an existing position are so changed that a new level of work demand exists and in effect a new position is created, upon presentation of substantiating data satisfactory to the Personnel Board, the Board shall rate such new or changed position and allocate it to its appropriate compensation grade and establish the rate range therefor.

SECTION 4. RECLASSIFICATION OF EMPLOYEES

No position may be reclassified to a classification in another compensation grade, either higher or lower, until the Personnel Board shall have determined such a reclassication will be consistent with the provisions of the Salary Administration Plan.

SECTION 5. JOB DESCRIPTION AND INTERPRETATIONS

The Personnel Board shall maintain written job descriptions of the position classes in the Classification Schedule of the Plan, each consisting of a statement describing the essential nature of the work and characteristics that distinguish the class from other classes. The description for any class shall be construed solely as a means of identification and not as prescribing what the duties or responsibilities of any position shall be, or as modifying, or in any way affecting, the power of any administrative authority, as otherwise existing, to appoint to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

SECTION 6. WAGES

(a) The weekly pay period shall begin at 12:01 A.M. Sunday and shall end at 12:00 P.M. the following Saturday.

(b) Employees in the clerical and operating groups shall be paid time and one-half for all hours worked in excess of forty two (42) in a week, provided such hours of work have been authorized by the department head.

(c) Employees in the weekly group except Superintendents, the Chief of Police, Fire Chief, the Town Accountant and the Librarian shall be paid straight time for hours worked in excess of their regular work week. The regular work week for the purpose of this determination shall be forty-two (42) hours except for Fire Department eligible personnel. For the latter, the determination is based on the regularly scheduled work week or 48 hours, whichever is the greater.

(b) The Salary Schedule of the Salary Administration Plan, set forth as Schedules B, C and D of Section 20 of this by-law, shall consist of the Maximum and minimum salaries, step-rate salaries or single rate salaries for the positions in the Classification Schedule. The salary range of a

compensation grade shall be the salary range for all position classes allocated to the grade.

SECTION 7. SALARY RATES ABOVE MAXIMUM

Any salary rate which is above maximum rate for a job, as established by this Salary Administration Plan, shall be deemed to be a personal rate, and apply only to the incumbent when such incumbent leaves the employ of the Town or is transferred to an other job with a higher maximum rate than his personal rate or higher maximum rates are established, the personal rate shall disappear. No other employee assigned to or hired for, such job shall advance beyond the maximum of the job.

SECTION 8. ADJUSTMENT POLICIES

(a) Every employee subject to this plan who is in the continuous full-time service of the Town, computed from the date of his latest employment, and who has a satisfactory performance record, shall be eligible annually, one year from the date of the latest increase, for consideration for advance to the next higher step rate, but not more than one step rate in any one twelve-month period, until the the maximum for his job is reached, subject to the approval of his department head and the Personnel Board. Any employee denied such an increase has the right of appeal to the Personnel Board, which shall confer with both the employee and the department head, and shall decide the matter. All adjustments shall be approved in advance by the Personnel Board.

(b) Regular part-time employees, for whose positions step-rates are provided, shall be eligible for consideration for increases on the same basis as provided for full-time personnel in clause (a) of this section. Special, casual and other part-time personnel for whose positions there is a single rate shall not be eligible for step rate increases.

SECTION 9. TRANSFERS AND PROMOTIONS

(a) When an employee is promoted to a job with a

higher rate range, or rate of pay, he shall enter it at the minimum of the job rate range or at his own rate, whichever is the higher, but in no event at a rate in excess of the maximum for such job. He may also receive at the time a one step rate increase, provided the maximum for the job is not exceeded, if the department head recommends that qualifications and performance warrant it, and the Personnel Board approves. If the department head should feel that there should be a trial period before recommending the promotional one step rate increase, on recommendation of the department head, the Personnel Board may approve such a deferred promotional increase at the conclusion of the trial period.

(b) If an employee is transferred to a job with a lower rate range, or rate of pay, he shall enter it at his own rate or at the maximum rate for the job, whichever is the lower, providing the Personnel Board approves. The employee shall have the right to appeal to the Personnel Board and to be heard thereon, and the Personnel Board shall decide the matter.

SECTION 10. NEW PERSONNEL

(a) The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired, unless otherwise authorized by the Personnel Board. Department heads shall notify the Personnel Board of the hiring of all new personnel and their hiring rates.

(b) For new regular and full-time and new regular part-time personnel for whose positions there is a rate range and step rates, the first six months of employment shall be a probationary period, at the end of which the employee may advance one step rate, provided the department head and the Personnel Board decide his performance warrants it. He shall thereafter be reviewed for a step rate increase each year on his anniversary date. This probationary step rate increase shall apply only at the start of employment and shall not apply in case of transfer of promotion from one job to another.

SECTION 11. DEPARTMENT BUDGETS

Each department head shall include in the annual budget a pay adjustment section to provide funds for anticipated pay adjustments during the ensuing year, expenditures to be made therefrom only in accordance with the Salary Administration Plan with the approval of the Personnel Board.

SECTION 12. "FRINGE" BENEFITS

So-called "fringe" benefits, such as holidays and vacations with pay, sick leave and other such matters, are a cost item to the Town and a form of "indirect pay," and included in the coverage of the Salary Admiinstration Plan, both those included in the Plan at its adoption and any other which may be included in the future.

A. HOLIDAYS WITH PAY

(1) All regular full-time employees shall receive one day's pay at regular straight time for the following state legal holidays — New Year's Day, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas.

(2) To be eligible for such holiday pay an employee shall have worked on the regularly scheduled work day next preceding, and shall have worked, or have satisfactorily presented himself for work, on the regularly scheduled work day next following the holiday, or shall have been in full pay status on the day preceding and the day following.

(3) In the case of the Police Department, or other departments whose personnel is subject to duty seven days a week, those regular employees who are assigned to duty on the holiday shall receive a compensatory day off, or a normal day's pay, at the direction of the department head. Details as to administrative policies and practices relative to holidays with pay shall be as prepared and established under the direction of the Personnel Board.

B. VACATIONS WITH PAY

(1) Regular full-time employees who have been in the continuous employ of the Town, as such, shall be paid their regular week's pay or portion thereof as vacation pay in accord with the following schedule:

6 months	as of July 1	1 week
1 year	as of July 1	2 weeks
10 years	as of July 1	3 weeks
20 years	as of July 1	4 weeks

(2) Vacations shall be granted by department heads at such time as, in their opinion, will cause the least interference with the performance of the regular work of the departments. Vacations must be taken in the year in which they are due, and shall not accumulate from year to year.

(3) If, in the opinion of the department head there are unusual circumstances which warrant it, an employee may, upon request, continue at work and receive vacation pay in lieu of his vacation.

(4) In the event of termination of employment, which is caused through no fault of the employee, or by reason of retirement, the employee shall be paid, or be entitled to time off with pay, for any accumulated vacation prorated on the basis of service since the employee's preceding vacation. In the event of the death of an employee, any accumulated vacation pay shall be paid to his estate.

(5) Call personnel of the Fire Department shall be entitled to take vacations on the above basis without loss of pay.

(6) Vacation administrative policies and practices shall be prepared and established under the direction of the Personnel Board.

C. SICK LEAVE

(1) All regular full-time employees shall be en-

titled to fifteen days' sick leave per year, accumulative for a period of five years' continuous service or a maximum of seventy-five days. Pay for each day of sick leave shall be at the rate of a regular days pay. Absences on account of sickness in excess of that authorized may, at the discretion of the department head and the Personnel Board, be charged to vacation leave. Sick leave shall be payable only in cases of bona fide illness or nonwork-connected accident.

(2) Employees who because of sickness or a nonwork-connected accident are absent for a period of more than two days shall be required to present a doctor's certificate to their department head stating reason and period of time the employee will be absent from his work. The above section is not to be construed by any employee or department head for time off for any sickness caused by over-indulgence in alcohol or narcotics or by his or her misconduct.

(3) Details as to sick leave administrative policies and practices shall be as prepared and established under the direction of the Personnel Board.

D. WORKMEN'S COMPENSATION

Present practices now followed by the Town related to Workmen's Compensation shall continue unchanged.

E. MILITARY LEAVE

An employee in full-time employment in the military reserve shall be paid the difference between compensation received while on reserve duty and regular compensation rates paid the employee by the Town. Such payment by the Town shall be limited to a period not to exceed two weeks in any twelve-month period and shall not include payment to members of the National Guard who may be mobilized during an emergency in the Commonwealth.

F. JURY DUTY

If an employee is called to jury duty, he shall receive an amount equal to the difference between his normal

compensation and the amount (excluding any travel allowance) received from court, upon presentation of evidence of the amount paid by the court.

SECTION 13. LEAVE OF ABSENCE

Leaves of absence for valid reasons may be granted by a department head, but shall be without compensation. Leaves of absence may not be granted to seek other employment.

Leaves of absence of over three months' duration, except military leave, shall be considered a break in employment, and on return to work the employee shall have the status of a new employee unless an extension of leave beyond three months has been authorized by the Personnel Board.

SECTION 14. PERSONNEL BOARD

There shall be a Personnel Board to administer the Salary Administration Plan, said Board to be appointed by the Moderator, consisting of five voters other than employees of the Town or those regularly serving the Town in any elective or appointive capacity. They shall serve without compensation.

Future appointments shall be for three years. Any vacancies shall be filled by the Moderator. All members shall continue to hold office until their successors have been appointed and qualified. The Personnel Board may employ assistance and incur expenses as it deems necessary, subject to appropriation of funds therefor.

SECTION 15. DUTIES OF THE PERSONNEL BOARD

(a) The Personnel Board shall admiinster the Salary Administration Plan and shall establish such policies, procedures and regulations as it deems necesary for the administration of the Plan.

(b) The Board shall annually, in June, meet and or-

ganize by the choice of a Chairman and Clerk. A majority of the Board shall constitute a quorum for the transaction of business. The votes of the majority of all the members of the Board shall be necessary on any matter upon which it is authorized to or required to pass under the Salary administration Plan.

(c) The Personnel Board shall have maintained records of all employees subject to this Plan, including therein such information as it deems desirable, such records to be kept by the Town Accountant, under the direction of the Board. Department heads shall furnish such information as shall be requested by the Board. The Town Accountant shall also check on matters covered by the Plan and shall bring any deviations to the attention of the Board prior to payment.

(d) The Personnel Board, from time to time, shall review the work of all positions subject to the Salary Administration Plan. The Personnel Board may tentatively add a new class to the Classification Schedule or reallocate an existing class to a different compensation grade, either higher or lower, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan at the next annual town meting.

(e) The Personnel Board shall, from time to time, review the Salary Schedule and administration policies of the Salary Administration Plan. It shall keep informed as to pay rates and policies outside the service of the Town, and shall recommend to the Town any action which it deems desirable to maintain a fair and equitable pay level.

(f) Upon recommendation of a department head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, said Board may authorize an entrance rate higher than the minimum rate for a position, and such other variances in the Salary Administration Plan as it may deem necessary for the proper functioning of the services of the Town, and to effectuate the basic intent of the Plan.

(g) The Personnel Board shall make an annual report to the Town, including recommendations on any matters related to the Plan which it feels should be considered by the Town.

SECTION 16. EMPLOYEES AND THE PERSONNEL BOARD

All employees shall have the right to request an appointment to confer with the Board on any matter which is of interest or concern to them and which is covered by the Salary Administration Plan. As a matter of courtesy to the department head, the employee shall notify him in advance of his desire to discuss the matter with the Board. One of the duties of the Board shall be to foster mutual understanding and goodwill with the personnel of the Town.

To facilitate this, if any employee should feel aggrieved by the operation of any provision of the Plan, he shall first discuss the matter with his department head, in a mutual effort to clear up any problems or misunderstanding.

If two weeks after such a conference, a satisfactory understanding and solution of the problem has not been reached, then either the department head or the employee may take the matter to the Board. The Board shall hear the parties not later than its next regular meeting. There shall be no discrimination or prejudice by any department head against any employee who may take a matter to the Board.

SECTION 17. AMENDMENT OF THE PLAN

The Salary Administration Plan may be amended in the same manner in which the Town by-laws may be amended; provided, however, that no amendment to the Plan shall be made until it has been presented by signed petition addressed to and submitted to the Personnel Board, and acted upon by the Board. Upon receipt of such a written petition, the Board, after giving the petitioners, the heads of departments and employees affected at least three days' written notice, shall hold a hearing of the parties interested to con-

sider the proposed amendment. If the Personnel Board shall approve any such proposed amendment, it shall take the proper steps to bring the proposed amendment before the next annual town meeting for its consideration and action. If the Personnel Board shall disapprove any such proposed amendment, and failure to act thereon within fifteen days after the hearing shall be deemed disapproval, the petition may then be presented to the next annual town meeting for its consideration and action, if so desired. The Board of its own motion, after a similar hearing and/or conference with parties interested, may propose an amendment to the Plan.

SECTION 18. CIVIL SERVICE LAW

Nothing in this by-law, or in the Salary Administration Plan, shall be construed to conflict with Chapter 31 of the General Laws, which is the Chapter dealing with the Civil Service Laws.

SECTION 19. SEPARABILITY PROVISION

In the event that any provision of this by-law, or application thereof, shall be held to be invalid by the proper authorities, this shall not be construed to affect the validity of any other provision, or application thereof, of this by-law.

SECTION 20. POSITION CLASSES, SALARY, WAGE AND MISCELLANEOUS SCHEDULE

SCHEDULE A

Class	Title	Compensation Grade
	Weekly Group	
	Cemetery Superintendent	S-7
	Children's Librarian	S-5
	Fire Captain	S-8
	Fire Chief	S-10
	Fire Fighter	S-7
	Highway Superintendent	S-10
	Librarian	S-7
	Patrolman	S-7
	Police Chief	S-10
	Police Sergeant	S-8
	Town Accountant (part-time)	S-9
	Water Superintendent	S-10
	Clerical Group	
	Junior Clerk	S-1
	Library Assistant	S-2
	Secretary to Selectmen	S-4
	Senior Clerk	S-3
	Operating Group	
	Heavy Motor Equipment Operator	W-4
	Laborer	W-1
	Leadman	W-5
	Maintenance Craftsman	W-4
	Motor Equipment Operator	W-3
	Maintenance Man	W-3
	Skilled Laborer	W-2
	Superintendent of Insect Pest Control	W-3

SCHEDULE B

WEEKLY SALARY SCHEDULE

Compensation Grade		Min.	2	3	4	Max.
S-1	Hourly	1.70	1.80	1.91	2.01	2.12
S-2	Hourly	1.91	2.01	2.12	2.23	2.33
S-3	Hourly	2.06	2.18	2.31	2.44	2.57
S-3	Hourly	2.06	2.1-8	2.31	2.44	2.57
S-4	Hourly	2.28	2.42	2.55	2.69	2.83
S-5	Weekly	98.97	105.15	111.51	117.87	124.23
S-6	Weekly	111.30	117.16	123.33	129.81	136.65
S-7	Weekly	122.42	128.86	135.65	142.79	150.32
S-8	Weekly	134.68	141.78	149.24	157.09	165.36
S-9	Weekly	148.14	155.94	164.15	172.80	181.90
S-10	Weekly	162.98	171.54	180.57	190.30	200.08

SCHEDULE C

HOURLY WAGE SCHEDULE

Compensation Grade	Min.	2	3	Max.
W-1	2.12	2.27	2.41	2.54
W-2	2.26	2.40	2.55	2.72
W-3	2.49	2.65	2.82	2.99
W-4	2.73	2.92	3.11	3.31
W-5	2.96	3.19	3.42	3.66

SCHEDULE D. MISCELLANEOUS COMPENSATION SCHEDULE

GENERAL GROUP

Agent, Board of Health (part-time)	$100.00	(Annual)
Animal Inspector (p.t.)	150.00	(Annual)
Civil Defense Director (p.t.)	200.00	(Annual)
Clerk, Advisory Board (p.t.)	300.00	(Annual)
Clerk, Board of Appeals (p.t.)	250.	(Annual)
Clerk, Board of Registrars (p.t.)	400.00	(Annual)

Custodian, Fay Library (p.t.)	972-1080-1215-1350	(Annual)
Custodian, Fayville Village Hall (p.t.)	756-864-972-1080	(Annual)
Custodian, Town Hall (p.t.)	756-864-972-1080	(Annual)
Dog Officer (p.t.)	400.00	(Annual)
Election Warden (p.t.)	2.12	(Hourly)
Election Worker (p.t.)	1.91	(Hourly)
Library Page (p.t.)	1.25-1.50	(Hourly)
Reigster of Voters (p.t.)	50.00	(Annual)
Slaughtering Inspector (p.t.)	150.00	(Annual)
Town Counsel (p.t.)	Retainer 500.00	(Annual plus fees)
Veterans' Agent and Director of Veterans Services (p.t.)	1400-1600-1800-2000	(Annual)

PUBLIC SAFETY GROUP

Fire Department		
Call Deputy Fire Chief (p.t.)	500.00	(Annual)
Call Fire Captain (p.t.)	300.00	(Annual)
Call Fire Lieutenant (p.t.)	250.00	(Annual)
Call fire Fighter (p.t.)	200.00	(Annual)
Brush and Forest Fire		
Call Officers (p.t.)	2.44	(Hourly)
Call Fire Fighters (p.t.)	2.33	(Hourly)
Police Department		
Police Matron (p.t.)	2.12	(Hourly)
Reserve Patrolman (p.t.)	2.66-2.80-2.95-3.11	(Hourly)
Spare Patrolman (p.t.)	2:54	(Hourly)

VOTED: That the Town amend the Town By-Laws by striking therefrom in their entirety those sections which apply to the "Salary Administrative Plan" and inserting therefor the sections appearing under Article 10 of the Town Warrant for the Annual Meeting of March 10, 1969; and more specifically inserting those sections as written on pages six-

teen through thirty-four under Article ten of the Town Warrant for the Annual Town Meeting, March 10, 1969, as the Salary Admiinstration Plan of the Town of Southborough.

ARTICLE 11. To see if the Town will vote to raise such sums of money as may be necessary, for the Town's use, and make appropriations of the same, or do or act anything in relation thereto.

VOTED: That the following sums be raised and appropriated:

1. Advisory Committee		
Wages—Clerical	$300.00	
Other Expenses	110.00	
		$410.00
2. Selectmen		
Wages—Clerical	11,895.52	
Other Expenses	3,479.60	
		15,375.12
3. Accounting Department		
Wages—Clerical	4,930.47	
Other Expenses	615.00	
		5,545.47
4. Treasurer		
Wages—Clerical	2,719.00	
Other Expenses	1,965.00	
		4,684.00
5. Collector		
Wages—Clerical	6,364.00	
Other Expenses	2,767.75	
		9,131.75
6. Town Clerk		
Wages—Clerical	1,002.00	
Other Expenses	1,021.10	
		2,023.10

7.	Election & Registration		
	Wages—Clerical	447.56	
	Wages—Registrars & Clerk	550.00	
	Wages—Eelection Officials	950.00	
	Other Expenses	2,500.00	
			4,447.56
8.	Assessors		
	Wages—Clerical	4,779.80	
	Other Expenses	4,723.60	
			9,503.40
9.	Legal Department		
	Wages	500.00	
	Other Expenses	5,350.00	
			5,850.00
10.	Town Hall		
	Wages	1,080.00	
	Other Expenses	4,835.00	
			5,915.00
11.	Planning Board		
	Wages—Clerical	250.00	
	Other Expenses	173.60	
			423.60
12.	Board of Appeals		
	Wages—Clerical	1,061.40	
	Other Expenses	800.00	
			1,861.40
13.	Police Department		
	Chief of Police	10,257.00	
	Wages—Clerical	150.00	
	Wages	50,075.14	
	Other Expenses	7,808.40	
			68,290.54
14.	Fire Department		
	Wages—Permanent Men	35,384.47	
	Wages—Call and Clerical	10,217.00	
	Other Expenses	12,570.00	
			58,171.47

15.	Insect and Disease Control		
	Wages	2,340.48	
	Other Expenses	4,531.00	
			6,871.48
16.	Tree Warden		
	Wages	6,102.42	
	Other Expenses	2,580.00	
			8,682.42
17.	Cemetery		
	Wages	16,646.58	
	Other Expenses	1,275.00	
			17,921.58
18.	Civil Defense		
	Wages	325.00	
	Other Expenses	3,273.00	
			3,598.00
19.	Board of Health		
	Wages	450.00	
	Other Expenses	16,883.00	
			17,333.00
20.	Inspector of Animals		
	Wages	150.00	
	Other Expenses	35.00	
			185.00
21.	Street Lights		
	Electricity	14,840.00	
	New Lights	400.00	
	Convert Lights	2,000.00	
			17,240.00
22.	Highway—Snow Removal		
	Wages	12,067.62	
	Other Expenses	11,950.00	
			24,017.62

23.	Highway Special Maintenance		
	Wages	21,468.18	
	Other Expenses	17,360.00	
			38,828.18
24.	Welfare		
	Administration	00	
	Other Expenses	00	
25.	Veterans Services		
	Wages	2,872.12	
	Other Expenses	15,920.00	
			18,792.12
26.	Schools (Southboro)		
	Administration	17,512.65	
	Instruction	506,975.07	
	Operation & Maintenance	61,775.00	
	Other Services	61,143.87	
			647,406.59
	Less Funds—P. L. 864-753.54	6,288.54	
			641,118.05
27.	Vocational Education		
	Transportation	1,800.00	
	Tuittion	5,500.00	
			7,300.00
28.	Regional High School Assessment		
	Assessment		375,496.85
28A.	Regional Vocational High School Assessment		
	Assessment		3,845.97
29.	Southborough Library		
	Wages	15,628.47	
	Others Expenses	8,005.00	
			23, 633.47***
30.	Water Department		
	Wages	40,369.83	
	Other Expenses	52,868.84	
			93,238.67

31.	Reserve Fund		
	Transferred from Overlay Surplus	20,000	
32.	Dump Maintenance		
	Wages	6,241.00	
	Other Expenses	1,800.00	
			8,041.00
33.	Fayville Hall Maintenance		
	Wages	1,115.00	
	Other Expenses	1,668.60	
			2,783.60
34.	Town Reports		
	Expenses	2,500.00	
35.	Insurance		
	Premiums		29,725.00
36.	Gasoline		
	Gasoline		7,600.00
37.	Industrial Commission		
	Wages-clerical	100.00	
	Other Expenses	1,400.00	
			1,500.00
38.	Interest on Debt		$72,632.50
39.	Debt Retirement		114,000.00
40.	Recreation and Town Grounds Maintenance		
	Wages	5,405.00	
	Other Expenses	5,535.00	
			10,940.30
41.	Building Department		
	Inspection Fees	7,500.00	
	Other Expenses	300.00	
			7,800.00

***Includes $610.32 received for the licensing of dogs and voted under Article 6.

42.	Personnel Board		
	Wages	954.00	
	Other Expenses	188.60	
			1,142.60
43.	Moderator		
	Expenses		25.00
44.	Conservation Commission		
	Wages	50.00	
	Other Expenses	700.00	
			750.00
45.	Dog Officer		
	Wages	400.00	
	Other Expenses	1,045.00	
			1,445.00
		Total appropriated	$1,750,619.82

ARTICLE 12. To see if the Town will vote to rescind portions of Article 33 of the Annual Town Meeting of March 14, 1960 and Article 10 of the Special Town Meeting of April 13, 1964 as follows:

a. that the sum of Three Hundred ($300.) Dollars be deleted from the amount authorized to be borrowed under Article 33 of the Annual Town Meeting of 1960 and that the sum so authorized shall read and be One Hundred Eighty-five Thousand ($185,000.) Dollars;

b. that the sum of Two Thousand Five Hundred ($2500.) Dollars be deleted from the amount authorized to be borrowed under Article 10 of the Special Town Meeting of April 13, 1964 and that the sum so authorized shall read and be Six Hundred Twenty Thousand ($620,000.) Dollars; or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That portions of Article 33 of the Annual Town Meeting of March 14, 1960 and Article 10 of the Special Town Meeting of April 13, 1964 be rescinded as follows:

a. that the sum of Three Hundred Dollars ($300.) be deleted from the amount authorized to be borrowed under Article 33 of the Annual Town Meeting of 1960 and that sum so authorized shall read and be One Hundred Eighty-five Thousand ($185,000.) Dollars;

b. that the sum of Two Thousand Five Hundred ($2500.) Dollars be deleted from the amount authorized to be borrowed under Article 10 of the Special Town Meeting of April 13, 1964 and that the sum so authorized shall read and be Six Hundred Twenty Thousand ($620,000.) Dollars.

ARTICLE 13. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Sixteen Thousand Three Hundred Thirty-four and 16/100 ($16,334.16) Dollars to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worceser County Commissioners, or do or act anything in relation thereto.

VOTED: That the sum of Sixteen Thousand Three Hundred Thirty-four and 16/100 ($16,334.16) Dollars be raised and appropriated to pay a portion of the expenses of the Worcester County Retirement System, as required by the Worcester County Commissioners.

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Twenty-five Hundred ($2500.) Dollars to be used to repair or replace Town property or equipment which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed for damages caused as a result of such accident or casualty, or do or act anything in relation thereto.

VOTED: That the sum of Two Thousand Five Hundred ($2500.) Dollars be transferred from available funds

and appropriated, and that the same be kept in separate fund under the control and supervision of the Selectmen, to be used for the purpose of making repairs and replacing Town property and equipment which has been destroyed or damaged as a result of accident or other casualty.

ARTICLE 15. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of One Thousand Five Hundred Sixty-nine and 36/100 ($1569.36) Dollars for the purpose of hiring Consulting Engineers, or do or act anything in relation thereto.

VOTED: That the sum of One Thousand Five Hundred Sixty-nine and 36/100 ($1569.36) Dollars be transferred from Surplus Funds and that the unexpended balance remaining in the appropriation made under Article 14 of the Warrant of the Town Meeting of March of 1968 be added thereto in the total sum of $3,930.64 and that the total sum of $5,500.00 be appropriated for the purpose of hiring Consulting Engineers and further that said total sum be allocated as follows:

$2,000.00 to the Board of Selectmen;
$1,500.00 to the Planning Board;
$2,000.00 to the Board of Health to provide said Boards with suitable and adequate engineering services.

ARTICLE 16. To see if the Town will vote to raise and appropriate, or transfer from any of its available funds and appropriate, the sum of Seven Hundred ($700.) Dollars to defray expenses of the Memorial Day Exercises on May 26, 1969. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legion, and Choate Post No. 3276 Veterans of Foreign Wars, or do act anything in relation thereto.

VOTED: That the sum of Seven Hundred ($700.) Dollars be raised and appropriated for the purpose of paying the expenses of Memorial Day Exercises on May 26, 1969,

which exercises are to be conducted under the auspices of the Bagley-Fay Post No. 161 of the American Legion, and Choate Post No. 3276 of the Veterans of Foreign Wars.

ARTICLE 17. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Ten Thousand ($10,000.) Dollars to be used for the expenses of purchasing and erecting a suitable Monument in memory of the Veterans of all wars, or do or act anything in relation thereto.

VOTED: That the sum of Ten Thousand $10,000.00) Dollars be transferred from the Overlay Funds and appropriated for the purpose of purchasing and erecting a suitable Monument in memory of the Veterans of all wars. The vote on this article was in favor 176 against 126.

ARTICLE 18. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of G.L. Chapter 40, Section 5B, or do or act anything in relation thereto.

VOTED: That the sum of $30,000.00 be transferred from Available Funds and appropriated to the Stabilization Fund, established under Article 27 of the Warrant for the Town Meeting of March, 1965.

ARTICLE 19. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Nine Thousand Five Hundred ($9500.) Dollars to be used for Chapter 81 Highways or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That the sum of Nine Thousand Five Hundred ($9500.) Dollars be raised and appropriated for work to be done on Chapter 81 roads.

ARTICLE 20. To see if the Town will vote to raise and appropriate or transfer from any of its available funds

and appropriate the sum of Thirteen Thousand Four Hundred Seventy-five ($13,475.00) to be used for Chapter 81 Highways, or do or act anything in relation thereto.

VOTED: That the sum of Thirteen Thousand Four Hundred Seventy-five ($13,475.00) Dollars be transferred from Available Funds in the Town Treasury and that the same be appropriated for the work to be done on Chapter 81 Highways to meet the State's share of the cost of such work, and that upon receipt of reimbursement from the State, that the same be placed in the Town Treasury.

ARTICLE 21. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Four Thousand Five Hundred Fifty ($4550.00) Dollars for Chapter 90 Construction, or do or act anything in relation thereto.

VOTED: That the sum of Four Thousand Five Hundred Fifty ($4550.00) Dollars be raised and appropriated for Chapter 90 Construction work.

ARTICLE 22. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Thirteen Thousand Six Hundred Fifty ($13,650.00) Dollars for Chapter 90 Construction, or do or act anything in relation thereto.

VOTED: That the sum of Thirteen Thousand Six Hundred Fifty ($13,650.00) Dollars be transferred from available funds in the Treasury and that the same be appropriated for Chapter 90 Construction work, such appropriation to meet the share of the State and County for the cost of the work; and that upon receipt of reimbursement from the State and County that the same be placed in the Town Treasury.

ARTICLE 23. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Two Thousand Seven Hundred

($2700.00) Dollars for Chapter 90 Maintenance or do or act anything in relation thereto.

VOTED: That the sum of Two Thousand Seven Hundred ($2700.) Dollars be raised and appropriated for the maintenance of Chapter 90 Highways.

ARTICLE 24. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Fifty-four Hundred ($5400.) Dollars to be used for Chapter 90 Maintenance, or do or act anything in relation thereto.

VOTED: That the sum of Five Thousand Four Hundred ($5400.) Dollars be transferred from available funds in the Treasury and that the same be appropriated for the maintenance of Chapter 90 Highways, such appropriation to meet the share of the State and County for the cost of the work, and that upon reimbursement by the State and County that the same be placed in the Town Treasury.

ARTICLE 25. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Four Thousand Five Hundred ($4500.) Dollars for Highway Equipment and Maintenance, or do or act anything in relation thereto.

VOTED: That the sum of Four Thousand Five Hundred ($4500.) Dollars be transferred from Available Funds and that the same be appropriated for Highway Equipment Maintenance.

ARTICLE 26. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of One Thousand Five Hundred ($1500.) Dollars to be used to install a drainage system in the land of Barbara H. Clerk and Edward P. Offutt running easterly from Flagg Road through the land of Clark and Offutt to the brook on the land of Offut, or do or act anything in relation thereto.

VOTED: That the sum of One Thousand Five Hundred ($1500.) Dollars be transferred from available funds to be used to install a drainage system in the land of Barbara H. Clark and Edward P. Offutt running easterly from Flagg Road through the land of Clark and Offutt to the Brook on the land of Offutt.

ARTICLE 26A. To see if the Town will vote to accept from Barbara H. Clark, a conveyance of an easement for drainage purposes located on the parcel of land on the easterly side of Flagg Road in Southborough, or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That the Town vote to accept from Barbara H. Clark, a conveyance of an easement for drainage purposes located on the parcel of land on the easterly side of Flagg Road in Southborough.

ARTICLE 27. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of One Thousand Four Hundred Twenty-one and 91/100 ($1421.91) Dollars to pay for the hospital and medical expenses incurred by Fred J. Sanchioni when injured while engaged in his duties as fire fighter for the Town of Southborough Fire Department on March 14, 1966 as provided under Chapter 41, Section 100 of the General Laws of the Commonwealth of Massachusetts, or do or act anything in relation thereto.

VOTED: That this article be dismissed.

ARTICLE 28. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of Seven Hundred Twenty and 88/100 ($720.88) Dollars for the purpose of reimbursing the Tree Warden, William H. Onthank, for fees which were expended by him in 1968 and which were not included in the Tree Warden's Budget of 1968, or do or act anything in relation thereto.

VOTED: That the sum of $720.88 be transferred from available funds in the Treasury and that the same be appropriated to reimburse William H. Onthank for cash advanced by him from his own personal funds to pay wages of employees of the Tree Warden's Department for services rendered in November and December, 1968.

ARTICLE 29. To see if the Town will vote to amend the By-Laws of the Town of Southborough by adding the following new Section under Article XI, Permits and Licenses:

Section 4—Swimming Pools:

A. Permits: No swimming pool or apurtenance thereto shall be constructed, installed, enlarged or altered, until a permit has been obtained from the Building Department.

B. All outside or open-air wading or swimming pools, in existence or to be constructed or installed, shall be enclosed and made safe by the erection of a fence, wall or other suitable barrier; said fence and/or other type of enclosure, shall be a minimum of four (4) feet in height and otherwise meet with the approval of the Building Inspector.

Pools built totally above ground whose height would form a natural barrier shall have removable stairs and shall not be left unattended with these stairs in position.

C. Artificial and man-made ponds and portable wading pools less than twenty-four (24") inches deep and having a surfact area of less than two hundred fifty (250) sq. ft. are exempt from the terms and conditions of this by-law.

D. The owner or owners of land on which a wading or swimming pool is now in existence shall

erect an enclosure as aforesaid within ninety (90) days from the date on which this By-Law takes effect. The owner or owners of land on which a wading or swimming pool is constructed, installed or in existence, who fails to comply with the requirements of this By-Law shall be punished by a fine of Twenty ($20.00) Dollars and an additional fine of Five ($5.00) Dollars per week for each week the conditions of this Ordinance are not complied with, or do or act anything in relation thereto.

VOTED: That the Moderator appoint a Committee of Five to make a study of the hazards and dangers surrounding swimming pools, artificial and man-made ponds, wading pools and the like. As a result of the study the Committee is to formulate the best safety measures to be employed to prevent accidents, injury and bodily harm. Consideration is to be given to the location and terrain surrounding swimming pools, artificial and man-made ponds, wading pools and the like. Following a decision on the best safety measures to be used the Committee is to propose an amendment to the By-Laws for presentation to a public hearing to be called well in advance of the next annual town meeting. After the hearing the finalized amendment to the By-Laws is to be presented to the Town for vote at the Annual Town Meeting in 1970.

ARTICLE 30. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and borrow or appropriate a sum of money for the purchase of a new 2 yard, 4-wheel drive tractor with option of a new hydraulic backhoe attachment for the Highway Department, or do or act anything in relation thereto.

VOTED: That the sum of $22,000.00 be transferred from Surplus Funds and appropriated for the purchase of a new 2 yard, 4 wheel drive tractor with option of a new hydraulic backhoe attachment for the Highway Department.

ARTICLE 31. To see if the Town will vote to raise and appropriate or transfer from any of its available funds or other funds and approriate a sum of moeny for the purpose of purchasing a new 25,000 GVW dump truck for the Highway Department and that the Selectmen be authorized to sell, turn in or otherwise dispose of the 1962 dump truck now in use by the Highway Department, or do or act anything in relation thereto.

VOTED: That the sum of $9,000.00 be transferred from Surplus Funds and appropriated for the purpose of purchasing a new 25,000 GVW dump truck for the Highway Department and that the Selectmen be authorized to sell, turn in or otherwise dispose of the 1962 GMC dump truck now in use by the Highway Department.

ARTICLE 32. To see if the Town will vote to raise and appropriate or transfer from its available funds and appropriate a sum of money for the purchase of a new half-ton pickup truck for the Highway Department and to authorize the Selectmen to sell, turn in or otherwise dispose of the 1963 International half-ton pickup truck now in use by the Highway Department, or do or act anything in relation thereto.

VOTED: That the sum of$1900.00 be transferred from the Road Machinery Fund and appropriated for the purchase of a new half-ton pickup truck for the Highway Department and to authorize the Selectmen to sell, turn in or otherwise dispose of the 1963 International half-ton pickup truck now in use by the Highway Department.

ARTICLE 33. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate or borrow and appropriate the sum of Twenty-three Thousand ($23,000.) Dollars for the purchase of a 4-wheel drive loader backhoe, for the use of the Water Department and to determine the manner of purchase of the same, and to authorize the Board of Water Commission-

ers to enter into contracts for he purchase thereof, or do or act anything in relation thereto.

A motion in the words of the Article was not carried.

ARTICLE 34. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of money to acquire two (2) new 4-door Station Wagon Police Cruiser cars fully equipped with electronic and safety devices and to authorize the Selectmen to sell, turn in or otherwise dispose of the one (1) 1967 Police Cruiser car and one (1) 1968 Police Cruiser car now in use by the Police Department, or do or act anything in relation thereto.

VOTED: That the sum of $5000.00 be transferred from Surplus Funds and appropriated to acquire two (2) new 4-door Station Wagon Police Cruiser cars fully equipped with electronic and safety devices and to authorize the Selectmen to sell, turn in or otherwise dispose of the one (1) 1967 Police Cruiser car and one (1) 1968 Police Cruiser car now in use by the Police Department.

ARTICLE 35. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of Three Thousand Six Hundred ($3600.) Dollars for the purchase of centrifugal water pumps for the use of the Civil Defense Department, or do or act anything in relation thereto.

VOTED: That the sum of Three Thousand Six Hundred ($3600.) Dollars be raised and appropriated for the purchase of centrifugal water pumps for the use of the Civil Defense Department.

After the action on the above article, the meeting voted to adjourn to Tuesday, March 11, 1969 at 7 P.M. Said vote was taken at 11:20 P.M.

A true copy:

Attest: ELEONORA F. BURKE, Town Clerk

Adjourned Annual Town Meeting

March 11, 1969

At the adjourned Town Meeting duly called and held in the Town Hall, Southborough on March 11, 1969 at 7:00 P.M., the following articles were voted upon in legal manner. There was a quorum present (359 voters).

Checkers: Mrs. Elizabeth Maley, Mrs. Jean O'Brien, Mrs. Gertrude Phaneuf and Mrs. Benita Hubley.

The meeting was called to order at 7:10 P.M. by Moderator Donald R. Banks.

ARTICLE 36. To see if the Town will vote to amend Section III, Part 2 of the Zoning By-Laws of the Town of Southborough as effective on June 6, 1955, as amended, by changing from Residence A to Industrial Park District the land situated in the north-west corner of the town, bounded as follows:

> On the northwest by the boundary line of the Town of Southborough and the City of Marlborough; On the east by the westerly line of Jericho Hill Road and the westerly line of Northborough Road from Jericho Hill Road to the Metropolitan District Commission's aqueduct known as Stoney Brook; On the south by the Metropolitan District Commission's aqueduct known as Stoney Brook;

or do or act anything in relation thereto.

A motion in the words of the Article was not carried. The vote on the motion was as follows:

In favor 167 Against 135

The motion was declared lost as not having received the two-thirds vote required.

ARTICLE 37. To see if the Town will vote to further amend Section III, Paragraph 2 of its Zoning By-Laws effective June 6, 1955, and as amended from time to time thereafter, by changing the following described area from a Resident B District to an Industrial District:

> The land on the Southerly side of the New York Central Railroad Company beginning at a northwesterly corner of the premises at land of said Railroad Company; thence runing easterly by said Railroad Company 450'; thence running southerly by land of Alfred B. Brown 396' to the center of the Sudbury River; thence westerly and upstream in the center of said River to the easterly line of River Street; thence northerly by the easterly line of River Street 350' to the point of beginning;

or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That Section III, Paragraph 2 of the Zoning By-Laws of the Town of Southborough effective June 6, 1955, as amended, be further amended by changing the following described area from a Residence B District to an Industrial District:

> The land on River Street on the Southerly side of the New York Central Railroad Company; beginning at a northwesterly corner of the premises at land of said Railroad Company; thence running easterly by said Railroad Company 450'; thence running southerly by land of Alfred B. Brown 396' to the center of the Sudbury River; thence westerly and upstream in the center of said River to the easterly line of River Street; thence northerly by the easterly line of River Street, 350' to the point of beginning.

ARTICLE 38. To see if the Town will vote to change the zoning from Industrial Park to Residential A the following described land:

> An area of land on the southerly side of what was

formerly called Old County Road and shown as a discontinued way on a Plan of Land owned by Esther V Bushman, dated May 24, 1966 and recorded in the Worcester District Registry of Deeds Plan Book 310, Plan 41, to a depth of 300 feet from the existing and abutting Residential A zone on the northerly side of said referenced road and bounded further on the West by the Westboro and Southboro Town Line and High Street and on the East by Interstate 495.

VOTED UNANIMOUSLY: That Section III Paragraph 2 of the present Zoning By-Laws, as amended, be amended by changing from an Industrial Park Zone to a Residence A Zone the following described area:

An area of land on the southerly side of what was formerly called Old County Road and shown as a discontinued Way on a plan of land owned by Esther V. Bushman dated 24 May 1966 and recorded in the Worcester District Registry of Deeds Plan Book 301, Plan 41, to a depth of 150 feet from the existing and abutting Residential A Zone on the northerly side of said referenced road and bounded further on the West by the Westboro-Southboro Town Line and High Street and on the North by the existing Industrial Park Zone line.

ARTICLE 39. To see if the Town will vote to ratify and affirm its Zoning By-Law and all amendments thereto heretofore adopted and the vote taken thereon and further to adopt the Zoning By-Law of the Town of Southborough as amended, said Zoning By-Law having been adopted as **Article 6 of the Warrant** for a Special Town Meeting of May 9, 1955 and the amendments thereto having been adopted as follows:

Article 44 of the Annual Town Meeting of 1957, Article 4 of the Special Town Meeting of September 8, 1958, Article 38 of the Annual Town Meeting of 1959,

Article 39 of the Annual Town Meeting of 1959, Article 40 of the Annual Town Meeting of 1959, Article 46 of the Annual Town Meeting of 1960, Article 47 of the Annual Town Meeting of 1960, Article 48 of the Annual Town Meeting of 1960, Article 10 of the Special Town Meeting of December 11, 1961, Article 16 of the Special Town Meeting of December 11, 1961, Article 36 of the Anual Town Meeting of 1962, Article 37 of the Annual Town Meeting of 1962, Article 38 of the Annual Town Meeting of 1962, Article 4 of the Special Town Meeting of October 5, 1964, Article 5 of the Special Town Meeting of October 5 ,1964 Article 6 of the Special Town Meeting of October 5, 1964, Article 7 of the Special Town Meeting of October 5, 1964, Article 39 of the Annual Town Meeting of 1966, Article 40 of the Annual Town Meeting of 1966, Article 38 of the Annual Town Meeting of 1967, Article 2 of the Special Town Meeting of September 25, 1967, Article 34 of the Annual Town Meeting of 1968, all as found in the Town Reports for the year of adoption on file at the Town Clerk's Office, Town Hall, Southborough;

or do or act anything in relation thereto.

VOTED: That Article 39 be withdrawn from consideration at this Town Meeting.

ARTICLE 40. To see if the Town will vote to amend its By-Laws by inserting in ARTICLE II thereof, a new Section I, to read as follows:

"Section 1. Before a vote may be taken on any question which is the subject matter of any Article contained in a warrant for a town meeting, the Moderator shall define the bounds of each section of the meeting place and shall appoint four tellers to count the votes in each section so defined. They shall be sworn by the Town Clerk to the faithful and impartial performance of their duties as such tellers. Two of each group of four tellers shall count the votes on one side of the sec-

tion assigned to that group and the other two shall count the votes on the other side of said section. As soon as the number of votes, whether affirmative or negative, in each section has been determined by each group of tellers, they shall forthwith announce the same to the meeting and to the Moderator who shall, upon completion of the tabulation of all votes in all sections, announce to the meeting, the total affirmative and negative votes cast";

or do or act anything in relation thereto.

VOTED: That ARTICLE II of the By-Laws be amended by inserting the folowing Section 1:

"Section 1. Before any vote which the Moderator or the town meeting requires to be counted may be taken on any question which is the subject matter of any Article contained in the warrant for any town meeting, the Moderator shall define the bounds of the voting area and each individual section thereof and shall appoint two tellers to count the votes on each side of each section so defined. Such tellers shall be sworn to the faithful and impartial performance of their duties as such tellers. When any matter before a town meeting requires a count of votes for any purpose, each group of tellers shall immediately, upon completion of each count of the area assigned to such group, announce the same to the meeting and immediately thereafter, to the Moderator."

ARTICLE 41. To see if the Town will vote to amend ARTICLE II of its By-Laws by inserting a new Section 8a therein, which new section shall read as follows:

'Section 8a. When the subject matter of any Article in any Warrant for any Town Meeting shall require a count of votes for any purpose, the Moderator shall request those in favor of the matter upon which the vote is taken, or to be taken, to rise and remain

standing until counted. After such count has been taken and recorded, he shall order the voters to be seated and shall request those opposed to the matter which is to be voted upon, to rise and remain standing until counted";

or do or act anything in relation thereto.

A motion in the words of the Article was not carried.

ARTICLE 42. To see if the Ton will vote to amend ARTICLE VII of its By-Laws by inserting after the first sentence of Section 2 thereof, the following new sentence:

"The Committee shall insert in the Annual Town Report a description of all transfers made from the Reserve Fund during the preceding year. Such report shall contain (a) the names of all town officers, boards, departments and committees making such requests for such transfers; (b) the original amount appropriated to the account, article or budget to which such transfer was made; (c) the amount of each such transfer; and (d) the reason such transfer was requested";

or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That ARTICLE VII of the By-Laws be amended by inserting after the first sentence of Section 2 thereof, the following new sentence:

"The Committee shall insert in the Annual Town Report a description of all transfers made from the Reserve Fund during the preceding year. Such report shall contain (a) the names of all Town Officers, boards, departments and committees requesting such transfer; (b) the original amount appropriated to the account, article or budget to which such transfer was made; (c) the amount of each such transfer and (d) the reason such transfer was requested.

ARTICLE 43. To see if the Town will vote to amend ARTICLE VII of its By-Laws by adding after Paragraph 4, at the end of Section 3 thereof, the following new paragraph 5:

> "5. The name of each person, firm, corporation or other entity receiving compensation for services rendered to the Town during the preceding calendar year, together with the total amount paid to each and a brief description adequate to identify each service for which compensaion was paid to each";

or do or act anything in relation thereto.

A motion in the words of the Article was unanimously not carried.

ARTICLE 44. To see if the Town will vote to amend Section III, Part 2 of the Town Zoning By-Laws by changing the following described area from a Residence A and B to an Industrial Park District:

> Beginning at the intersection of the centerline of Marlboro Road and the Westerly sideline of the New York, New Haven and Hartford Railroad; thence Southerly 750 feet ± by the centerline of Marlboro Road to a point of land of Fitzgerald; thence, Westerly by land of Fitzgerald to a point 1000 feet from the Westerly sideline of the New York, New Haven and Hartford Railroad; thence, Northerly by a line parallel to and 1000 feet Westerly from the Westerly sideline of said railroad, to a point 250 feet Southerly from the Southerly sideline of Sears Road; thence, Northeasterly by a line parallel to and 250 feet from the Southerly sideline of Sears Road to the Westerly sideline of New York, New Haven and Hartford Railroad; thence, Southerly by the Westerly sideline of said railroad to a point opposite the Northerly boundary line of land of Baker; thence, Easterly across the railroad and by the North-

erly boundary of land of Baker and the Southerly boundary of land of Doherty to the Westerly sideline of Marlboro Road; thence, Southerly by the Westerly sideline of Marlboro Road to the Northerly boundary of land of Wood; thence, Westerly by the Northerly line of Wood's land to the Westerly boundary line of Wood; thence, Southerly by the Westerly boundary line of said Wood's land to the Northerly boundary line of land of Blank; thence, Westerly by land of said Wood, across said railroad to land, now or formerly of Capone; thence, Southerly by the Westerly sideline of said railroad to a point opposite the Northerly boundary line of Capone; thence Easterly across the railroad and by the Northerly boundary line of land of Capone and the Southerly line of land of Antil to the Westerly boundary line of land of Mitchell; thence, Southerly and Easterly by the Easterly and Northerly boundary line of Capone and the Westerly and Southerly boundary line of land of Mitchell to the Westerly sideline of Marlboro Road; thence Southerly by the Westerly sideline of Marlboro Road to the Northerly boundary of land of Johnson; thence Westerly by lands of Johnson and McLaughlin to the Westerly sideline of said railroad; thence, Southerly by the Westerly sideline of said railroad to the point of beginning.

The above described parcel of land is shown on a plan entitled "Plan of Land in Southboro, Mass.," Scale 1"=100 feet, dated November 1968, Plan by Raymond Engineering Service, Hudson, Mass.

or take any vote or action relative thereto.

Mr. John Garrahan, attorney for the owner of the land covered in this Article was granted permission to address the meeting.

A motion in the words of the Article was not carried.

The vote was as follows: In favor 91 Against 179.

After action on the above article the meeting was adjourned to Wednesday, March 19, 1969 at 7:30 p.m. The adjournment vote was taken at 11:20 p.m.

A true copy:
Attest:

ELEONORA F. BURKE,
Town Clerk

Adjourned Annual Town Meeting

March 19, 1969

At the adjourned Town Meeting duly called and held in the Town Hall, Southborough, on March 19, 1969 at 7:30 P.M., the following Articles were voted upon in legal manner. There was a quorum present (483 voters).

The meeting was called to order at 7:30 p.m. by Moderator, Donald R. Banks.

Checkers: Mrs. Alice Gulbankian, Mrs. Gertrude Phaneuf, Mrs. Elizabeth Maley and Miss Eileen Salmon.

Immediately upon calling the meeting to order a motion was made for reconsideration of Article 44 of the adjourned meeting held on March 11, 1969. Mr. John Garrahan, attorney, was admitted to the hall and permitted to address the meeting on the matter of reconsideration for the owner, Mr. Lane.

The vote on reconsideration was as follows:

In favor 264 Against 188

The motion was declared lost as the vote lacked the two-thirds requirement for reconsideration.

ARTICLE 45. To see if the Town will vote to amend the By-Laws of the Town of Southborough by adding the following new Section:

a. No person who owns or keeps a dog within the Town of Southborough shall allow the dog to run free within the hours of eight o'clock a.m. to eight o'clock p.m., when not restricted to the premises of said owner or keeper.

b. Excepted and excluded from the provisions of this By-Law shall be such dogs when the same are under the immediate supervision and control of their trainers, owners or keepers or under such supervision and control and engaged in a sporting event, hunting, herding and not otherwise prohibited by law or order of the Selectmen pursuant to law.

c. Whoever violates this By-Law shall be liable to penalties as set forth in the General Laws, Chapter 140, Section 173A and amendments thereto, pertaining to the regulation of fines for the violation of the laws relating to licensing and restraining of dogs,

or do or act anything in relation thereto.

Mr. Francis J. Bousquet represented Mrs. Fannie White and moved for an amendment to the Town By-Laws in the words of the Article.

The motion was not carried. The vote was as follows:

In favor 110 Against 229

ARTICLE 46. To see if the Town will vote to accept and establish as a Town Way under the provisions of Chapter 82 of the General Laws a privately owned street known as Blackthorn Drive, located off the Westerly side of Flagg Road as laid out by the Selectmen and according to the boundaries and measurements as shown on a plan entitled "Plan of Acceptance of a portion of Blackthorn Drive, Southborough, Mass., Scale 1"=40' February 3, 1969, Nashoba Survey Co., 55 Mechanic Street, Marlborough, Mass.," which plan and layout are on file in the office of the Town Clerk, or do or act anything in relation thereto.

VOTED: That the Town accept as a Town Way a private street known as Blackthorn Drive, located off the Westerly side of Flagg Road as laid out by the Selectmen and according to the boundaries and measurements as shown on a plan entitled "Plan of Acceptance of a Portion of Blackthorn Drive, Southborough, Mass., Scale 1"=40', February 3, 1969, Nashoba Survey Co., 55 Mechanic Street, Marlborough, Mass.," and that said street shall be named Blackthorn Drive.

ARTICLE 46A. To see if the Town will vote to accept and establish as a Town Way under provisions of Chapter 82 of the General Laws a privately owned street known as Tara Road, located off the Southerly side of Blackthorn Drive, as laid out by the Selectmen and according to the boundaries and measurements as shown on a plan entitled "Plan of Acceptance of a Portion of Tara Road, Southborough, Mass., Scale 1"=40', February 3, 1969, Nashoba Survey Co., 55 Mechanic Street, Marlborough, Mass.," which plan and layout are on file in the office of the Town Clerk, or do or act anything in relation thereto.

VOTED: That the Town accept as a Town Way a private street known as Tara Road, located off the Southerly side of Blackthorn Drive, as laid out by the Selectmen and according to the boundaries and measurements as shown on a plan entitled "Plan of Acceptance of a Portion of Tara Road, Southborough, Mass., Scale 1"=40', February 3, 1969, Nashoba Survey Co., 55 Mechanic Street, Marlborough, Mass.," and that said street shall be named Tara Road.

ARTICLE 47. To see if the Town will vote to accept the provisions of Section 8D of Chapter 40 of the General Laws of the Commonwealth of Massachusetts and that an Historical Commission be established in accordance with said Section of the General Laws, or do or act anything in relation thereto.

VOTED: That the Town accept the provisions of Sec-

tion 8D of Chapter 40 of the General Laws of the Commonwealth of Massachusetts and that an Historical Commission be established in accordance with said section of the General Laws.

ARTICLE 48. To see if the Town will vote to raise and appropriate or to transfer from available funds and appropriate a sum to be used to conduct a sewerage feasibility study and that a committee consisting of three (3) members of the Board of Selectmen, one (1) member of the Board of Health and one (1) member of the Board of Water Commissioners be and is hereby created to oversee and supervise the expenditure hereby appropriated and to report its actions and findings to the next Annual Town Meeting, or do or act anything else in relation thereto.

VOTED: That the sum of Fifteen Thousand ($15,000.) Dollars be transferred from Surplus Funds and appropriated for the purpose of conducting a sewerage feasibility study and that a committee consisting of the three (3) members of the Board of Selectmen, one (1) member of the Board of Health and one (1) member of the Board of Water Commissioners be and is hereby created to oversee and supervise the expenditures hereby approriated and to report its actions and findings to the next Annual Town Meeting.

ARTICLE 49. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of preparing plans, specifications and cost estimates for constructions, furnishing and equipping a Police Station as is recommended by the Town Housing Committee and to grant authority to said committee, acting with the approval of the Selectmen, to enter into contracts for such purposes, or do or act anything else in relation thereto.

VOTED: That the sum of Seven Thousand Five Hundred ($7500.) Dollars be raised and appropriated for the purpose of preparing plans, specifications and cost estimates

for construction, furnishing and equipping a Police Station as is recommended by the Town Housing Committee and to grant authority to said committee, acting with the approval of the Selectmen, to enter into contracts for such purposes.

ARTICLE 50. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money to pay for structural repairs and renovation required to be undertaken at the Fayville Village Hall, or do or act anything in relation thereto.

VOTED: That the sum of Fifteen Thousand ($15,000.) Dollars be transferred from Surplus Funds and appropriated for the structural repairs and renovations required to be undertaken at the Fayville Village Hall.

ARTICLE 51. To see if the Town will vote to appropriate a sum of money for the purpose of installing an 8" water main on Middle Road, a distance of approximately 1050', for the purpose of completing a loop, and to determine whether said appropriation shall be raised by taxation or by transfer from available funds or by borrowing or otherwise, and to instruct and authorize the Board of Water Commissioners in connection therewith, or do or act anything in relation thereto.

VOTED: That the sum of Nine Thousand Seven Hundred ($9700.00) Dollars be transferred from Surplus Funds and appropriated for the purpose of installing an 8" water main on Middle Road, a distance of approximately 1050', for the purpose of completing a loop.

ARTICLE 52. To see if the Town will vote to accept from James P. Murphy and James B. Denman and Lois W. Denman a conaeyance of easement for drainage purposes located on land on the southeasterly side of Flagg Road and bounded and described as follows:

Parcel 1—James P. Murphy

Beginning at a point at the intersection of Parcels 16 and 17 with the grantor's land as shown on said plan; thence south 58° 50' 50" east on a line through the grantor's line to the center of a ditch as shown on said plan; thence northerly by the thread of the ditch twenty (20) feet to a point; thence north 58° 50' 50" west by a line parallel to and twenty (20) feet distance from the line first described to a point at the land of James B. Denman et ux., said land being Parcel No. 17 on said plan; thence south 64° 42' 05" west by said Denman land twenty (20) feet, more or less, to the point of beginning.

Parcel 2—James B. Denman and Lois W. Denman

Beginning at a point on the southeasterly side of Flagg Road at land of Parcel No. 16 as shown on said plan, now owned by Paul M. Patterson and Dolores E. Patterson; thence south 58° 50' 50" east by land of said Patterson two hundred ninety-one and 00/100 (291.00) feet to a point at land of James P. Murphy, Jr.; thence by said Murphy land north 64° 42' 05" east twenty (20) feet, more or less, to a point at other land of the grantors; thence north 58° 50' 50" west by other land of the grantors by a line parallel to and twenty (20) feet distance from the line first described to the southeasterly side of Flagg Road; thence by the southeasterly side of Flagg Road south 31° 09' 10" east twenty (20) feet to the point of beginning;

or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That the Town accept from James P. Murphy and James B. Denman and Lois W. Denman a conveyance of easements for drainage purposes located on land on the southeasterly side of Flagg Road and bounded and described as follows:

Parcel 1—James P. Murphy

Beginning at a point at the intersection of Parcels

16 and 17 with the grantor's land as shown on said plan; thence south 58° 50' 50" east of a line through the grantor's line to the center of a ditch as shown on said plan; thence northerly by the thread of the ditch twenty (20) feet to a point; thence north 58° 50' 50" west by a line parallel to and twenty (20) feet distance from the line first described to a point at the land of James B. Denman et ux., said land being Parcel No. 17 of said plan; thence south 64° 42' 05" west by said Denman land twenty (20) feet, more or less, to the point of beginning.

Parcel 2—James B. Denman and Lois W. Denman

Beginning at a point on the southeasterly side of Flagg Road at land of Parcel No. 16 as shown on said plan, now owned by Paul M. Patterson and Dolores E. Patterson; thence South 58° 50' 50" east by land of said Patterson two hundred ninety-one and 00/100 (291.00) feet to a point of land of James P. Murphy, Jr.; thence by said Murphy land north 64° 42' 05" east twenty (20) feet, more or less, to a point at other land of the grantors; thence north 58° 50' 50" west by other land of the grantors by a line parallel to and twenty (20) feet distance from the line first described to the southeasterly side of Flagg Road; thence by the southeasterly side of Flagg Road south 31° 09' 10" east twenty (20) feet to the point of beginning.

ARTICLE 53. To see if the Town will raise and appropriate the sum of Fifty-four and 50/100 ($54.50) Dollars for the purpose of paying the unpaid balance of its share of the Assabet Valley Regional Vocational School District's budget for 1968, or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That the sum of Fifty-four and 50/100 ($54.50) Dollars be transferred from Surplus Funds and appropriated for the purpose of paying the unpaid balance of Southborough's share of the Assabet Valley Regional Vocational School District's budget for 1968.

ARTICLE 54. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of preparing plans, specifications and cost estimates for constructions, furnishing and equipping a Fire Station as is recommended by the Town Housing Committee and to grant authority to said Committee, acting with the approval of the Selectmen, to enter into contracts for such purposes, or do or act anything in relation thereto.

A motion that $15,000. be raised and appropriated for the purposes stated in the article was not carried.

Subsequent to action on Article 54, action was then taken on Article 9 of this Warrant, which action is reported in minutes of meeting of March 10, 1969.

The meeting was dissolved at 11:05 P.M.

A true copy:
Attest:

ELEONORA F. BURKE,
Town Clerk

A true copy:
Attest: PAUL J. BERRY, Town Clerk

Special Town Meeting

September 29, 1969

At the Special Town Meeting duly called and held in the Town Hall, Southborough on September 29, 1969 at 7:30 P.M., the following Articles were voted upon in legal manner. There was a quorum present. (192 voters were present).

Checkers: Miss Eileen Salmon, Mrs. Rosalie I. Baker, Mrs. Benita M. Hubley and Miss Josephine O'Donnell.

The meeting was called to order at 7:50 P.M. by Moderator Donald R. Banks.

ARTICLE 1. To see if the Town will vote to transfer from any available funds and to appropriate the following sums of money for the following purposes:

1.	To provide adequate funds to meet interest requirements due December 15, 1969, in the amount of:	$8,307.50
2.	Board of Selectmen (Other expenses)	150.00
3.	Town Reports	150.00

VOTED: That the sum of Eight Thousand Three Hundred Seven and 50/100 ($8,307.50) Dollars be transferred from the Overlay Surplus and that the same be appropriated to provide for adequate funds to meet interest requirements due December 15, 1969.

That the sum of One Hundred Fifty ($150.00) Dollars be transferred from the Overlay Surplus and that the same be appropriated for the Board of Selectmen, Other Expenses.

That the sum of One Hundred Fifty ($150.00) Dollars be transferred from the Overlay Surplus and that the same be appropriated for the Town Reports.

And further, that the total sum of the above items in the amount of Eight Thousand Six Hundred Seven and 50/100 ($8,607.50) Dollars be transferred from the Overlay Surplus to be appropriated as voted.

ARTICLE 2. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of Three Thousand ($3,000.00) Dollars for the purchase of a new four door station wagon fully equipped for the use by the Fire Department, or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That the sum of Three

Thousand ($3,000.00) Dollars be transferred from Surplus Funds and appropriated for the purchase of a new four door station wagon fully equipped for the use by the Fire Department.

ARTICLE 3. To see if the Town will vote to transfer from any of its available funds a sum of money and appropriate the same for the purpose of purchasing a new calculator for the Assessors Department, or do or act anything in relation thereto.

VOTED: That the sum of $650. be transferred from surplus available funds and appropriated for the purpose of purchasing a new calculator for the Assessors Department.

ARTICLE 4. To see if the Town will vote to accept from the Trustees of the estate of Godfrey Brinley a bequest of Five Hundred ($500.00) Dollors or such other sum as may be available thereunder, which sum was bequeathed to the Fay Library for the purchase of books, and to determine the manner in which any sum so received shall be held and administered or extended, or do or act anything in relation thereto.

VOTED UNANIMOUSLY: That the bequest of $500.00 made by the late Godfrey Brinley to the Town, together with all accretions thereto, if any, be accepted by the Town and that Board of Library Trustees as presently or hereafter constituted, be authorized to hold, administer and expend the same for the purchase of books for the Town Library, in such manner as a majority of said Board shall deem in the best interests of the Town.

ARTICLE 5. To see if the Town will vote to raise and appropriate and or transfer from available funds and appropriate the sum of Seventeen Thousand ($17,000.00) Dollars for the purpose of preparing plans, specifications and cost estimates for alterations, remodeling, or additions to the existing fire station or the construction, including furnishing and the equipping thereof, or the construction,

furnishing and equipping a new fire station as is recommended by the Town Housing Comimttee and to grant authority to said Committee, acting with the approval of the Selectmen to enter into contracts for such purposes, or do or act anything in relation thereto.

A motion in the words of the **Article was not carried** since it lacked two-thirds vote.

The vote on the motion was as follows:

For 61 **Against** 87

Tellers appointed by Town Moderator Donald R. Banks to take the count on Article 5 were: Messrs. Thomas W. McAuliffe, Allison R. Booth, James H. Nutter and Robert M. Williams.

ARTICLE 6. To see if the Town will vote to transfer from any of its available funds and appropriate, or borrow and appropriate, a sum of money, (presently estimated at $35,000.00) for the purpose of extending the water main in Edgewood Road, for a distance of approximately 2,500 feet in a southeasterly direction, and to determise the terms and conditions under which said extension shall be made, and to authorize and instruct the Board of Water Commissioners regarding said water main extension, or do or act anything in relation thereto.

A motion in the words of the **Article was not carried.**

ARTICLE 7. To see if the Town will vote to repair and/or improve Valley Road from the northerly end of the paved portion thereof, to its northerly terminus at land of Commonwealth of Massachusetts, and appropriate money therefor, and to determine how such money shall be raised, whether by transfer of available funds, by borrowing or otherwise, and to instruct any of its officers in connection therewith, and take any other action relative to repairs or improvements of said Valley Road, or do or act anything in relation thereto.

A motion in the words of the Article was not carried.

ARTICLE 8. To see if the Town will vote to transfer from any of its available funds the sum of Two Thousand Five Hundred ($2,500.00) Dollars and appropriate the same for the purpose of purchasing radar and communication equipment under the provisions of Public Law 89-564 for the Police Department, or do or act anything in relation thereto.

VOTED: That the sum of Two Thousand Five Hundred ($2,500.00) Dollars be transferred from Surplus Funds and appropriated for the purchase of radar and communication equipment under the provisions of Public Law 89-564 for the Police Department.

ARTICLE 9. To see if the Town will approve the $575,000.00 debt authorized by the Assabet Valley Regional Vocational District School Committee on September 2, 1969, for acquiring land and preparing plans for a district school and to the extent of any unused balance, for constructing and equipping the school, or do or act anything in relation thereto.

VOTED: That the Town approve the $575,000. debt authorized by the Assabet Valley Regional Vocational District School Committee on September 2, 1969 for acquiring land and preparing plans for a district school and, to the extent of any unused balance, for constructing and equipping the school.

The meeting was dissolved at 10:03 P.M., September 29, 1969.

A true copy:
Attest:

PAUL J. BERRY, Town Clerk

ANNUAL TOWN ELECTION

March 17, 1969

MODERATOR—1 year

Donald R. Banks	705
David Pond	1
Blanks	161
Total	867

TOWN TREASURER—1 year

Walter F. White	688
Bonita Hempel	2
Donald R. Banks	1
Blanks	176
Total	867

TOWN CLERK—3 years

Paul J. Berry	469
Bonita M. Hempel	350
Blanks	48
Total	867

SELECTMEN—3 years

Louis J. Bartolini	690
Earle Russell	1
Cameron Bradley	1
Bonita Hempel	1
Blanks	174
Total	867

ASSESSOR—3 years

Ralph H. Clark	710
Blanks	157
Total	867

SCHOOL COMMITTEE (2) — 3 years

George W. Coleman	483
Richard T. Tebbetts	477
Harvey D. Bigelow	493
Arthur L. Sisson	1
Janie Campbell	1
Blanks	279
Total	1,734

BOARD OF HEALTH—3 years

Timothy P. Stone	239
Edward Meserve	1
Blanks	127
Total	867

WATER COMMISSIONER—3 years

John C. Misener	734
Blanks	133
Total	867

TRUSTEE OF LIBRARY (2)—3 years

Natalie J. Fantony	706
James A. Higgiston	676
Eltee Kiser	1
Blanks	851
Total	1,734

PLANNING BOARD—5 years

Robert E. Hoss	641
Paul Preuss	1
Blanks	225
Total	867

TREE WARDEN—3 years		CEMETERY COMMISSIONER—3 years	
William H. Onthank	388	George L. Burwell	700
Howard E. Truesdale	448	Blanks	167
Blanks	31		
Total	867	Total	867

A true copy:

Attest:

PAUL J. BERRY Town Clerk

JURY LIST—1969

Name	Address	Occupation	Employer	Age

MALE

Alden, Gardner E., 10 Central Street, Southborough, Chemical Engineer Associate Director of Research, Self-employed, Union Street, Westboro, Mass. 47.

Allen, Robert K., 30 Walnut Drive, Fayville, Repairs-T.V. etc. Television Technician, Bob's Television Service, 30 Walnut Drive, Fayville, Self-employed. 36.

Ansell, Clifford E., 2 Fay Court, Southborough, Tool Maker, Geo. H. Bullard Co., Inc., Hopkinton Rd., Westboro, Mass. 47.

Baldelli, Sr. Victor A., 7 Pleasant Street, Fayville, Carpenter, Central Home Improvement, Marlborough, Mass. 52.

Beardslee, Edward L., 3 Carolyn Terrace, Southborough, Industrial Pump Sales, District Manager, New England Blackmer Pump Company, 1809 Century S. W., Grand Rapids, Michigan 49509. 39.

Bernard, Robert C., 7 Cottage Street, Southborough, Head Animal Technician, Harvard University Animal Research Centre, Southborough, Mass. 38.

Bezokas, Brone H., 75 Turnpike Road, Fayville, Assembler, General Motors, Weston Avenue, Framingham, Mass. 53.

Blombach, James G., 206 Southville Road, Southborough, Electronic-Assembler, Engineering Model Lab., Rte. 135, Ashland, Mass. 24.

Bond, Jr. Frederick H., 6 Flagg Road, Southborough, Vice-President, Specialty Paper, Printing & Forms, Group of Litton Industries, Fitchburg Paper Company, 601 River Street, Fitchburg, Mass. 32.

Brigham, Geoffrey Townsend, 18 Pleasant St., Southborough, Waiter, Barney's Restaurant, 22 Boylston Street, Cambridge, Mass. 26.

Chalmer, Francis D. 70 Oak Hill Road, Fayville, Section Manager, Development Fabrication Lab., Raytheon Company. 37.

Charest, Maurice C., 3 Gilmore Road, Southborough, Machinist-Automatic Screw Machine Operator, Fenwal, Inc., Ashland, Mass. 42.

Chiavaras, Jr. Peter S., 8 Walker Street, Southbrough, Maintenance Engineer, Marriott Corp., Newton, Mass. 27.

Name	Address	Occupation	Employer	Age

Cocker, Donald J., 10 Brook Lane, Fayville, Commercial Artist, Worcester Engraving Co., 44 Portland Street, Worcester, Mass. 46.

Coldwell, Kenneth L., 8 Prentiss Street, Sotuhborough, Foreman, Middlesex Research Mfg. Co., Inc., Apsley Street, Hudson, Mass. 55.

Dando, Thomas J., 157 Parkerville Road, Southborough, Vice President & General Manager, Self-employed, Defiance Circuit Corp., 12 Shepard Street, Lawrence, Mass. 35.

Danusiar, William M., 209 Cordaville Rd., Southborough, Field Engineer, Sup'v. Const., Sun Oil Co., P. O. Box 988. Framingham, Mass. 28.

Davis, Jr. William N., 15 Clifford Road, Southborough, Insurance Claim Adjuster, Central Mutual Insurance Co., 89 Broad Street, Boston, Mass. 51.

Delarda, Charles R., 13 East Main St., Southborough, Sales Manager, Dreary Bros. Milk Co., Webster, Mass. 52.

DeNapoli, Joseph A., 19 Blackthorn Drive, Southborough, Electrical Engineer, Reliance Electric Co., 161 Highland Avenue, Needham Hgts, Mass. 45.

Dewey, John J., 57 Southville Road, Southborough, Machinist, Charles Supper Co., Tech Circle, Natick, Mass. 46.

Dickens, Samson S., 8 Gilmore Road, Southborough, Section Manager, Digital Systems Section, Raytheon Company, Post Road West, Wayland, Mass. 30.

Dogil, Stanley Frederick, 12 Atwood Road, Southborough, Salesman, Sears, Roebuck & Co., Route 9, Speen St., Natick, Mass. 28.

Fantony, Joseph A., 11 Willow Street, Fayville, Installer-repairman, New England Telephone Co., 2 Maple Street, Marlboro, Mass. 47.

Ferri, Richard ., 18 Atwood Rd., Southborough, Supervisor, Process Enginering, Norton Company, Worcester, Mass. 35.

Ferris, Jr. Thomas Hugh, 2 Winter Street, Southborough, Sales Clerk, Jordan March, Shoppers World, Framingham, Mass. 28.

Ford, Jr. Walter F., 69 Oak Hill Road, Fayvile, Salesman, International Paper Co., 125 Pennsylvania Ave., Framingham, Mass. 29.

Name	Address	Occupation	Employer	Age

Gilson, W. Burton, 77 Flagg Road, Southborough, Operations Assistant in Field Engineering, IBM, 43 Harvard Street, Worcester, Mass. 63.

Hart, Donald L., 252 Boston Rd., Southborough, Appliance Repairman, Automatic Appliance Service, Inc., 371 Worcester Rd., Framingham, Mass. 45.

Heeley, George, 136 Marlboro Road, Southborough, Commercial-Industrial Salesman Representative, Worcester Gas Light Co., 162 Main Street, Marlboro. 59.

Horsley, Edward J., 212 Boston Road, Southborough, Narrow Fabric Textile Plant Sup't of Processing Plant, Thomas Taylor & Sons, Inc., 50 Houghton Street, Hudson, Mass. 33.

Hunley, Carl E., 47 Sotuhville Road, Southborough, Service Technician (Computers), Friden, Inc., 227 Huntington Ave., Boston, Mass. 36.

Jordan, L. Wendell, Woodland Road, Southborough, Sales Communication Dept., Graybar Electric Co., Inc., 345 Harrison Ave., Boston. 56.

Livernoche, Leonard E., 205 Cordaville Rd., Southborough, Owner-Auto Body Shop, Lower Falls Auto Body, 26A Washington Street, Wellesley, Mass. 47.

MacFarlane, Douglas H., 19 Gilmore Road, Southborough, American Telephone Equipment Maint., American Telephone, 185 Franklin Street, Boston. 36.

Masse, Jr. Joseph H., 22 Gilmore Rd., Southborough, Service Manager, Service & Repair of Photo Copy Equipt., Paul B. Williams, Inc., 3 Walnut Park, Welleseley Hills, Mass. 30.

Paradise, Warren J., 66 Oak Hill Rd., Southborough, Manager, Electronics Engineering ,Dept., Jarrell-Ash Co., 590 Lincoln St., Waltham, Mass. 39.

Sleeper, David P., 2 Granuaile Road, Southborough, Sales Engineer Industrial Controls, General Time Corp., Route No. 8, Torrington, Conn. 29.

Stirling, Archibald C., 15 Break Neck Hill Rd., Southborough, Tax Accountant, United Shoe Machinery Corp., 140 Federal Street, Boston, Mass. 49.

Name	Address	Occupation	Employer	Age

Youmans, Howard D., 8 Hickory Road, Southborough, Consulting Engineer, Morgan Construction Co., 15 Belmont St., Worcester, Mass. 48.

FEMALE

Audet, Barbara A., 5 Pinecone Lane, Southborough, Housewife, 32, Husband's occupation, Mechanical Engineer, Husband's name, Norman F.

Basiner, Ursula B., 2 Valade Ct., Southborough, Office worker, Roxbury Carpet Co., 2 Central St., Saxonville, 57, Husband's occupation, Trainman, Penn-Central R.R., So. Station, Boston, Mass. Husband's name, Ernest.

Boutilier, Eugenie M. F., 198 Southville Rd., RFD Southborough, Clerk Payroll-Pension, General Electric Co., Ashland Plant, Ashland, Mass., 51.

Campbell, Janet H., 10 Pearl Street, Southville, Housewife, 34, Husband's occupation, Self-Employed, Campbell Rubbish Removal, Husband's name, Ronald H.

Coe, Emma L., 45 Marlboro Road, Southborough, Housewife, 64, Husband's occupation, Dir. of Athletics, St. Mark's School Southborough, Husband's name, David E.

Colgate, Jennie L., 128 Woodland Rd., Southborough, Housewife, 45, Husband's occupation, Parker Grant, Johnson St., Ashland, Mass., Husband's name, George E.

Dalzell, Margaret K., 7 Latisquama Road, Southborough, Housewife, 43, Husband's occupation, Automobile Dealer, Rt. 9, Fayville & Main St., Marlboro, Husband's name, Hugh H.

Hunt, Bessie A., 18 Mt. Vickery Rd., Shirt Presser, Southboro, Maurad Decferian, Economy Cleaners, Milford, Mass., Husband's occupation, Potato Chip Co., Boston, Mass., Husband's name, Price E.

Milne, Lillian M., 23 Walnut Drive, Southborough (Fayville), None, 56, Husband's occupation, Maintenance Supervisor, Cath. Guild for the Blind, Newton, Mass., Husband's name, John M.

Moss, Virginia G., 80 Middle Road, Southborough, Housewife, 45, Husband's occupation, Accountant, Dennison Mfg. Co., Framingham, Mass., Husband's name, A.

Name	Address	Occupation	Employer	Age

Packard, Ruth, 11 Central Street, Southborough (Fayville), None, 55, Husband's occupation, Contractor-Builder, Kerwood Const., Hudson, Mass., Husband's name, Joel F.

Sinclair, Eidth G., 18 Walnut Drive, Southborough, Unit Leader (Bookkeeper & Supervisor), John Hancock Mutual Life Ins. Co., Boston, 60, Husband's occupation, Retired, Husband's name, George F.

Stevens, Jane, 84 Oak Hill Road, Sotuhborough (Fayville), Homemaker, 28, Husband's occupation, Meatcutter, Husband's name, Clarence.

REPORT of the BOARD of ASSESSORS

The Board of Assessors voted to hold their regular meetings on the first and third Wednesday of each month at 7:30 p.m. We processed over 575 building, wiring, plumbing and gas permits, in addition to 275 real estate transfers and 675 exemptions and abatements.

We had to review many of the land values due to the increase in selling prices and make some adjustments in regard to assessments.

It has been necessary to spend more time and research as the Town grows and zoning and other problems become more complex. The Board has attended all of the State and County meetings and has tried to secure the advice of professionals in regard to the proper assessing principles.

We extend our appreciation to other departments for their cooperation.

Respectfully submitted,

RALPH H. CLARK
ARTHUR K. HOLMES
GEORGE A. LABARRE, JR.

Town of Southborough

Assessor's Computation of 1969 Tax Rate

Appropriations voted:

To be raised by taxation	$1,808,628.98	
To be taken from available funds	279,159.60	
Deficits	60.28	
Offsets: Construction School Proj.	100,000.00	
School Lunch	5,537.45	
Libraries	999.00	

County Assessments:

County Tax	43,372.68
Underestimate 1968	3,315.70
County Hospital	3,309.71

State Assessments:

State Recreation Areas	6,733.15
Understimate 1968	507.23
Audit of Municipal Accounts	7,146.19
Motor Vehicle Excise Tax Bills	601.20
Metropolitan Area Planning Council	439.72
Overlay 1969	95,171.83

Gross Amount to be Raised	$2,354,982.72

Estimated Receipts:

Local Aid and Agency Funds	$397,339.14
Motor Vehicle Excise	146,000.00
Licenses and permits	15,000.00
Fines	1,500.00
General Government	500.00
Protection of Persons and Property	500.00
Highways	1,000.00
Libraries, fines	200.00
Water Department	80,000.00
Cemeteries	2,000.00
Interest	2,500.00
Farm Animal Excise	300.00
St. Mark's and Fay Schools	7,500.00
M. D. C.	4,000.00
	658,339.14

Amounts voted from available funds:

Overlay Surplus	12-16-68	16,189.86
Stabilization Fund	12-16-68	102,000.00
E and D Fund	3-10-69	109,315.24
Road Machinery	3-10-69	1,900.00
Overlay Surplus	3-10-69	10,000.00
E and D Fund	3-19-69	39,754.50
		279,159.60

Total estimated receipts and available funds	$937,498.74
Net amount to be raised by taxation on property	$1,417,483.98

Valuation of Real and Personal Property:

$37,302,210.00 at $38.00 per thousand		$1,417,483.98
Water liens added to taxes	$1,788.04	
1968 Excise committed in 1969	14,621.73	
Motor Vehicle Excise Tax	186,958.72	

Real Estate Valuation:

January 1, 1969	$35,667,930.00
January 1, 1968	31,096,140.00
Gain	$4,571,790.00

Personal Property Valuation:

January 1, 1969	$1,634,280.00
January 1, 1968	1,510,260.00
Gain	$124,020.00

Exemptions and Abatements

Motor Vehicle Excise Tax:

1964 Levy	$3.30
1966 Levy	310.49
1967 Levy	334.51
1968 Levy	2,103.51
1969 Levy	13,487.89

Personal Tax:

1968 Levy	$28.70
1969 Levy	182.40

Farm Animal Excise Tax:

1968 Levy	$134.00

Real Estate Tax:

1968 Levy	$421.32
1969 Levy	41,956.80

REPORT of the PUILDING DEPARTMENT

To the Honorable Board of Selectmen

Southborough, Massachusetts

Gentlemen:

The Building Department submits herewith its annual report for the year ending December 31, 1969.

		Fee
Building Permits issued	155	$3,680.00
Plumbing Permits issued	132	1,399.00
Wiring Permits issued	182	2,051.50
Gas Permits issued	127	1,050.50
Fees paid Town of Southborough		8,181.00
Est. value of new construction (residential)		2,495,000.00
Est. value of alterations (residential)		80,000.00
Est. value accessory buildings (residential)		31,950.00
Est. value of Pools		35,000.00
Est. value new construction (commercial)		850,000.00
Est. value of alterations (commercial)		698,000.00
Est. value school building (private)		350,000.00
Est. value of signs		2,500.00
Total		$4,542,450.00

Breakdown of permits issued:

New dwelling units	67
Additions and alterations to dwellings	20
Accessory buildings	19
Swimming pools	11
Commercial buildings	4
Additions and alterations to commerciol buildings	8
Signs	18

Private school buildings	1
Wrecking	2
Miscellaneous	5
Total	155

Respectfully submitted,

HAROLD W. WALCOTT,
Building Inspector

Report of the

SWIMMING POOL COMMITTEE

To Mr. Donald R. Banks

Town Moderator

Town of Southborough, Massachusetts

Dear Mr. Banks:

As a result of Article 29 voted at the Annual Town Meeting held in March 1969, we the appointed members of the Swimming Pool Committee have met on June 25, 1969. Following this meeting, we are pleased to submit this report with our recommendations to you. The Committee has agreed to recommend that all swimming pools, artificial and man-made ponds, wading pools and the like be protected by the erection of a suitable fence around same, and that an article be prepared by Town Counsel and presented in the next Town Warrant for consideration at the next town meeting. The Committee would be happy to assist in the preparation of this article if instructed to do so. It is our recommendation that there be no exceptions to this requirement without approval of a suitable Board of Appeals hearing.

It is the feeling of the Committee that this action is the only way to insure the safety of our children against the inherent hazards which exist within our community due to artificial bodies of water.

Respectfully submitted,

EDWARD D. PRIEST, Chairman
HAROLD W. WALCOTT
BERNARD W. McGOWAN
CHARLES G. BARTON
FRANK J. DOUGLAS
Swimming Pool Committee

REPORT of the WATER DEPARTMENT

Herewith is submitted our Annual Report for the year ending December 31, 1969.

During the year the Board held 25 regular meetings and 38 special meetings. Again this year due to the increased volume of work, the Board of Water Commissioners will meet weekly, on Tuesday nights.

At the annual Town Election held on March 17, 1969, Mr. John C. Misener was re-elected to the Board of Water Commissioners for a term of three years. At a regular meeting of the Board of Water Commissioners held on March 25, 1969, Mr. George A. Mooney was appointed Chairman of the Board of Water Commissioners for the ensuing year.

At a regular meeting held on April 9, 1969, Mr. William G. Binder was re-appointed Superintendent of the Water Department and Julia C. Murphy, Clerk, for the year 1969.

Three employees recently completed a course for water works employees, sponsored by the New England Water Works Association, held at Worcester, Mass. Polytechnic Institute. This course consisted of a series of lectures over

a period of ten weeks and included subjects such as bacterial and chemical quality methods of water disinfection, pumping distribution and storage operation and maintenance, water treatment processes, plant operation and routine testing, sanitary protection of distribution systems, water main construction and repairs, plant records and reports. Upon completion of the course, certificates were awarded that will go toward certification of water works employes, when the state certification program has been established.

At a meeting of the New England Meter Repair Association held at Sotuhboro, Allison Booth of the Southboro Water Department was elected President of this organization for the current year. The Southboro Water Department entertained many superintendents and meter repair men from the New England States, and after a very interesting business meeting, Mr. Booth named and assigned his committees and suites for the ensuing year, and has had many interesting meetings throughout the area since. Good Luck Al, to you and the Association.

Our hydrant and valve maintenance program has proceeded satisfactorily, and we have found it necessary to extend several of our hydrants due to regrading, and for this reason have extended some eight hydrants in the town, but find there are many more that should have this attention, we will continue to follow it as time allows.

The meter replacement program has moved along well and we find that this has eliminated many call backs for stopped meters, inaccurate recordings, etc. The outside recorders have been a great convenience to the customer and has helped to speed up meter readings time.

The Middle Road extension (Art. 51, of the Annual Town Meeting of March 10, 1969), has been completed. This now ties in Cordaville Rd., Mt. Vickery Rd., and Parkerville Rd., thereby completing another feed to the south end of the Town.

Developers have added extensions to the water system

this year. The Cosmo-Linsey Corp. has notified the Board of Water Commissioners that they will install a new water main in the Fiddler's Green Industrial Park in June, of 1970, thereby completing another feed line to the Turnpike section.

At this time the Board of Water Commissioners are asking for the necessary funds to have an over-all engineering survey of future expansion of the entire town system. This would consist of plans and recommendations as to water usage demands for water services to cover the Town. This would enable the Water Board to plan for future expansion of the system as the town grows.

In 1969 the Fayville Tank on Oak Hill was painted. This consisted of wire brushing of all rust spots, two coats of paint inside and one coat outside. Upon conferring with the painting contractor and the engineers who did an inspection, they advised that both Oak Hill and Clearhill tanks should be sand blasted and painted with a vinyl paint inside and enamel outside, the next time they were done. Therefore, as Clearhill tank is the next one to be done, the Board of Water Commissioners advise that the tank be done this year with vinyl. The Board has been advised that the vinyl interior should last 12 to 15 years. As labor today is the greater cost of the job, this would seem to be the more economical plan to follow.

This year the Board asks the town to purchase a small dump truck for the use of the Department. A truck of this class would be large enough to use for carrying pipe, hydrants and other materials used by the department, for the installation of mains and services, for hauling gravel and patch, and with the dump body the department would be able to gravel or patch to fiinsh off trenches.

The Board recommends the purchase of a backhoe for the use of the department, as the majority of the work is underground, and on occasions when emergencies arose during our busy season, it sometimes found it difficult to find a backhoe, as we experienced when we had a break on Rt. 9

and were unable to find a backhoe to do our excavation, and throungh the graciousness of Davis Tractor Co. we were supplied with a machine and operator by Mr. Ray Davis, who stayed with us until midnight when the job was completed, at no cost to the town.

At this time the Board of Water Commissioners are meeting with the Boards of several surrounding towns, who have well systems, to discuss the possiiblity of a mutual aid agreement. In the past we have had the experience of supplying a neighboring town with water during an emergency and found this arrangement very successful. Whereas, our only source of supply is the MDC Hultman Aqueduct, and we have only one active pumping station, the Board feels that in the event of any breakdown or extended period of trouble we would be able to get water from other towns.

The Board of Water Commissioners would at this time, like to recommend a Low Water Alarm System to be installed at the Fire Station or some other public building that has a 24-hour coverage. This system would sound an alarm at anytime the storage tanks reached a pre-determined low level. In the event of a large break in a main or station failure, the alarm would be given before the tanks were drained.

AMOUNT OF WATER PUMPED IN 1969

January	10,267,500
February	9,104,300
March	9,808,400
April	13,354,500
May	12,475,100
June	14,499,500
July	16,611,900
August	13,583,300
September	11,787,300
October	10,675,200
November	12,443,200
Decemberf	13,454,000

GASOLINE CONSUMPTION

SWI	1,169.7 gals.
SW2	1,465.5 "
Compressor	48.0 "
Small Motors	24.7 "
Total	2,707.9 gals.

DISTRIBUTION SYSTEM

	1969	1970	
Services	76	80	
Total now in use			1456
Hydrants			
New hydrants	21	13	
Total now in use			310
Gate Valves			
New valves	54	46	
Total now in use			917
Breaks in mains	6	3	
Breaks in services	7	4	
Removed, Relocated, Repaired			
Services, relocated	0	1	
Services, renewed	1	3	
Hydrants, relocated	0	2	
Hydrant, repaired	22	17	
Hydrants, extended		8	

Mains		
Under contractors	4300'— 8"	7186— 8"
	2700'—10"	410—10"
	3045'—12"	1820—12"
Water Dept.	1700'— 8"	1882—12"

Total now in use—41 miles 4374'

Service Pipe	4620'	9965'

Total now in use—41 miles 3385'

During the year the department responded to 55 emergency calls.

We wish at this time to thank the various departments and boards in the Town of Southboro for their help and cooperation during the year.

Respectfully submitted,

GEORGE A. MOONEY, Chrmn.
ARTHUR L. HOSMER
JOHN C. MISENER
Board of Water Commissioners
WILLIAM G. BINDER, Supt.

REPORT of the HISTORICAL COMMISSION

To the Honorable Board of Selectmen

Southborough, Massachusetts

Gentlemen:

In its first year this Commission has initiated the compilation of an inventory of sites and structures of historic value in the Town. As this inventory becomes available in significant quantity and detail, it will not merely provide a form of permanent history of the Town but in adition will permit this Commission to undertake programs whereby such historical information may become available and of use to the members of our community and the public in general.

Respectfully submitted,

PAUL REVERE O'CONNELL, JR.
Chairman
PHYLLIS F. AXELSON, Secretary
HAMILTON ARMSTRONG
ROLAND MESSIER
JOHN L. WHITE

REPORT of the BOARD of APPEALS

To the Honorable Board of Selectmen

Southborough, Massachusetts

Gentlemen:

During the year 1969, twenty-five applications of various types were received and pursuant thereto twenty-four hearings were held and decisions made in all cases, and one case was disposed of by a discontinuance on the part of the applicant. Of these applications, six were requests for sign permits, seven were for special permits, and twelve were for variances.

Six suits against the Board are pending currently in Worcester Superior Court in an attempt to overturn the Board's decisions. Four of these involve refusal by the Board to grant requests for oversized signs, and the other two involve activities by a developer and contractor in a residential zone.

Two resignations from the Board were received from long term members, both of whom resigned for reasons of health.

It is contemplated that as available land is used for construction there will be a greater number of applications for variances, mainly due to requests for construction on lots smaller than those allowed in the Zoning By-Law, and also for changeovers of businesses presently existing as nonconforming uses.

Respectfully submitted,

FRANCIS J. BOUSQUET, Chmn.

REPORT of the POLICE DEPARTMENT

I am herewith submitting the following Annual Report of the Police Department for eleven months—January 1, 1969 to November 30, 1969.

Arrests

Burglary	7
Disturbing the Peace	4
Assault and Battery	2
Non-Support	1
Operating under the influence	2
Sex Offenses	2
Drunkenness	
Male	7
Female	0
Arrests on Warrants for other Depts.	5
Traffic Violations	10
Juvenile Cases locked up at Youth Center	2
Total	42

Motor Vehicle Violations

Traffic Violations, Summoned to Court	294
Warnings Issued (Sent to Registry)	38
Registrations Revoked	2
Licenses Suspended by Registry	24
Licenses Revoked	6
Registrations Suspended	15
Defective Equipment Tags Issued	59
Parking Ban Tickets Issued	25
Vehicles Towed	14
License to Operate, Returned to Registry after Suspension	10
Accidents Investigated	148

Minor Accidents Investigated	33
Hit and Run	8
Fatal Accident (First in Two Years)	1

Miscellaneous

Breaks	
Attempted breaks, thefts reported and all larcenys	121
Cases solved and prosecuted	10
Vandalism Reported	26
Vehicles Reported as Stolen	6
Vehicles Recovered (Stolen)	12
Business Establishments found Open	163
Bicycles Reported Stolen	5
Bicycles Recovered	6
Missing Persons Reported	20
Summons Served	210
Emergency Trips to Hospitals	78
Injured Persons taken to Hospitals (Auto & personal injuries)	91
Oxygen Used	10
Truant Investigations	12
Commitments to State Hospitals	2
Escapees Returned to State Hospital	12
Lyman School Boys Reported Missing	136
Prowler Investigations	26
Complaints Investigated	464
Lord's Day Work Permits Issued	20
Gun Permits Issued	68
Gun Dealer Permits Issued	1
Gunsmith Permit Issued	1
Gun ID Card Issued	223
Ammunition Storage Permit	1
Sudden Death Investigation	2
Dog Bites Reported	12
Obscene Telephone Calls Reported	5
Death Messages Delivered	10
Eleven Months Tabulation of Phone Calls Receive by Police Answering Service	5937

Eleven Months Telephone Calls Received at Police Station and Chief's Home	2255
House Checks	1508
Total Mileage traveled by 1967-68 Cruisers for 6 months	42,410
Total Mileage traveled by 1969 Cruiser for 5 months	41,701
Total Mileage for two Cruisers for 11 months	84,111

This year has shown a great increase in public service because of the increased building and population in the Town and as a result the request of house checks increased about 50%.

The Town of Southboro has a drug problem, probably not as large as nearby cities and towns but it's here. With assistance from parents and citizens it can be controlled. We now have a police officer which was recently trained by the State Police who will assist anyone with any drug problems that should arise. Please do not hesitate to call us on this.

Five men attended various classes and seminars this year and a total of 320 hour were spent in the classrooms. These classes have assisted my department in many phases of police work.

The two Cruisers were used during the peak hours of early darkness and weekends during the past year.

I wish to thank various departments and all the residents of the Town for their cooperation and assistance during the year 1969.

Respectfully submitted,

FRANK J. MATTIOLI,
Chief of Police

Report of the

INSECT PEST CONTROL DEPARTMENT

To the Honorable Board of Selectmen

Southborough, Massachusetts

Gentlemen:

We had an identical (26) number of new cases of Dutch Elm Disease this year as in 1968 and most of these have been removed at this writing A special dormant spray was applied in April, on a trial basis, to thirty selected roadside Elms and the results are still pending.

The remainder of the spraying program consisted of a summer foliar application of all Elms, an Anthracnose spray of certain Oaks and Sycamores, a fall Webworm spray of certain infected trees and the seasonal roadside control of Poison Ivy. Sanitation work on some healthy Elms was performed in another effort to curb the incidence of new cases.

Many calls were received this past spring in re: mosquitoes and black flies but nothing was done by this department as no practicable measures seem advisable at this time to cope with these pests.

Respectfully submitted,

HOWARD E. TRUESDALE,
Superintendent

REPORT of the HIGHWAY DEPARTMENT

To the Honorable Board of Selectmen
Town Hall
Southborough, Massachusetts 01772

Gentlemen:

I hereby submit my annual report for the year ending December 31, 1969.

The 90 Construction for 1969 was on Fisher Road. It consisted of graveling, shoulder work and drainage. Four hundred twenty (420) feet of 12" drain pipe was installed and four (4) catch basins and one (1) coat of Type I Base was put on the road to the end of the 1958 construction.

The contract of 1969 on 90 Maintenance was done on Southville Road, which included hot topping, a distance of 2850 feet in length and 25 feet in width. A total of 2800 feet of berm was installed and a sidewalk 1700 feet in length and 5 feet in width.

Marlboro Road was hot topped from St. Marks School to Framingham Road, a distance of 1950 feet in length and 26 feet in width.

All Chapter 81 work for 1969 was completed December 31, 1969.

Drainage was improved on Flagg Road from Fiddlers Green to Lovers Lane, a total of 440 feet of 12" pipe, one (1) manhole, and two (2) catch basins.

Richards Road project has been completed with the exception of grading the shoulders. This included hot topping and installing a sidewalk from Cordaville Road to Parkerville Road.

New equipment purchased consisted of a (½) one half

ton Foard Pick-up Truck, Ford F800, 25,000 GVW Dump Truck, new Tractor and Backhoe. This was put into service this year.

The reports of receipts and expenditures of the Highway Department will be found in the Town Accountant's Report.

At this time, I wish to thank the Board of Selectmen and the members of the Highway Department and all other Town Departments for their co-operation during the past year.

Respectfully submitted,

LEO J. JESSINI,
Highway Superintendent

Report of the

PARKS and RECREATION COMMISSION

We are pleased to report to the Townspeople that the various programs offered are reaching more and more children throughout the Town. The Swimming Program, again thanks to Mr. Paul McCarthy's generous offer of his pool, was bigger and better than in previous years. We have been able to offer the swimming program to younger ages as well as to adults on a limited basis. The Life Saving classes, which were held in Mr. DePina's pool, were also successful. We feel that Larry Shapiro did an outstanding instructive job.

The Summer Playground program was hindered somewhat this year by the poor weather but even at that we had excellent turnouts when the weather permited. The outside trips, Benson's Animal Farm and the Circus, were held and

were enjoyed by all who participated. The program offered by the children themselves at the close of the summer season was well received and thoroughly enjoyed by the children and their parents. We have found, after two years, that we get better training—more organized daily plans—and more discipline in all the Summer Playground programs with the adult supervisors.

Due to the fact that the Highway Department was too busy to do the Fay Field Basketball Court, we finally had to go to the outside for help and it was late summer before the basketball court was ready for use.

The Winter program is in full swing. There was an excellent response to the Girls Figure Skating program, as well as the Skiing program, due to start after the Holidays. There is a lot of enthusiasm on the part of the young people participating in the girls and boys basketball program.

We would especially like to thank the Davis Tractor Co., Mr. Paul McCarthy, the various Town Departments and Mrs. Louise Schnare for their generous assistance.

Respectfully submitted,

RENA L. HERRICK, Chairman
NAPOLEON DE PINA
RICHARD F. VARNEY
FRITZ WEIDERGOTT
HELEN F. REGO

REPORT of the CIVIL DEFENSE DIRECTOR

To the Honorable Board of Selectmen

Town of Southboro, Massachusetts

Gentlemen:

I hereby submit my "Annual Report" of the Office of Civil Defense for 1969. This report covers only the period of January 1, 1969 to November 30, 1969 in order to meet the new deadline for inclusion in the Annual Report of Town Officers.

There were, fortunately, no emergencies during 1969 requiring the activation of Civil Defense. The flood potential in March was followed closely and there were only a very few cases of flooding, quite different from the previous year. We also had one threat of a hurricane which changed course and spared our area.

The Auxiliary Police have continued their training and performed duty on Memorial Day and Heritage Day along with riding in the cruiser on many nights. On Halloween they were active with two radio equipped cars and patroled specific trouble spots to relieve the regular cruisers.

The communications personnel conducted an exercise in June whereby they set up a portable communications center and operated it for 12 hours on emergency power. They also assisted in the Hallowe'en patrol operation and conducted regular communications checks throughout the year.

The Auyiliary Firemen continued with their training under the supervision of the Fire Department and performed duties at many fires.

A major effort is underway to provide usable fallout shelter for the total population of the Town. To date the

home fallout shelter survey has been completed by the Federal Government, in Southborough, and has located over 4000 spaces. In conjunction with the U. S. Army Corps of Engineers almost 6000 spaces have been located which meet requirement for licensing as public fallout shelters.

I wish to again thank all of the people who participated and cooperated with the Office of Civil Defense and those who have supported us.

Respectfully submitted,

WARREN D. HARDING,
Civil Defense Director

Report of the TREE WARDEN

To the Honorable Board of Selectmen

Southborough, Massachusetts

Gentlemen:

In addition to the routine removal of dead or dying trees, special attention was again directed toward the cleaning up and pruning of heavy deadwood in our roadside trees —this will be a continuing effort. Many streets were done either partially or complete, and there are more to do, the order being that of obvious need and urgency.

The above represents the major part of our activity for the past year, however most root systems of removed trees were ground out below ground level for many reasons, and our tree planting program consisted of twenty-five fall planted trees in selected locations throughout Town. Where

possible and convenient these were planted back from the road on private property.

The Tree Department wishes to express its thanks to all Town Offices and Departments for its continued help and assistance.

Respectfully submitted,

HOWARD E. TRUESDALE,
Superintendent

REPORT of the VETERANS' SERVICES

To the Honorable Board of Selectmen

Southborough, Massachusetts

Gentlemen:

I hereby submit my annual report for 1969. The budget guide was increased during the year twice to over eight (8) per cent, plus the cost of Hospitals and other Medical care has increased.

During the past year all applicants for Veterans benefits under Chapter 115 in conjunction with the Commissioner of Veterans Services and service work with the Veterans Administration has been processed.

The estimated expenditure for Veterans Benefits under Chapter 115 will be $23,000.00; of this expenditure the Town will recover $11500.00 from the State.

I wish to express my appreciation for the cooperation of the Selectmen, Advisory Board and all other Town Departments for their assistance during the year.

Respectfully submitted,

JOSEPH K. MURPHY,
Director of Veterans' Services

REPORT of the PERSONNEL BOARD

During the Annual 1969 Town Meeting the Townspeople approved our recommendations and wage increases were appropriated for all departments.

We have spent many hours and given great thought concerning the Salary Administration Plan for the year 1970 and feel that this year should bring further improvements.

The Town of Southboro also entered into Collective Bargaining this year with the Police Department with Robert C. Dumont representing the Board of Selectmen, Thomas W. McAuliffe representing the Personnel Board, David E. Taylor representing the Advisory Board and Judge William F. Brewin as Town Counsel. After almost six months of negotiations, it is our unanimous opinion that a fair and equitable agreement has been reached.

Good communication and cooperation between all Town departments and the Personnel Board has been most gratifying this year.

Regular meetings of the Board are held on the first and third Tuesdays of each month with the exception of August. The Board's office is located at the Town Hall, in the former quarters of the Welfare Department. Mrs. Curtis MacLauchlin is the Board's Secretary.

Respectfully submitted,

THOMAS W. McAULIFFE
J. FRANKLIN MILLEA
KENNETH F. CLARKE, JR.
ARTHUR L. SISSON, JR.
EDWARD J. PHAIR

REPORT of the BOARD of TRUSTEES of the SOUTHBOROUGH LIBRARY

To the Honorable Board of Selectmen:

The Board of Trustees of the Southborough Library submits the following report for the year 1969:

Volumes in Main Library		23,652
Volumes in Children's Library		4,663
Books added in 1969	Adult	703
	Children	350
Books circulated	Adult	14,791
	Children	17,844
Films circulated		55
Total circulatoin		32,690

Through Interlibrary Loan, 42 books were obtained for Southborough residents from other libraries. The Central Massachusetts Regional Library System loaned 410 books for deposit in our library. Fines collected amounted to $185.76.

Mr. James Higgiston and Miss Natalie Fantony were reelected to the Board for three years at the Town election in March.

Mrs. Judith Williams, library assistant, and Mr. Michael Kearny, custodian, have joined the staff of the library this year.

A Reading Room was established and furnished from funds bequeathed to the Library in the will of Emmy Lou Priest. The floors were carpeted this year with money received from the estate of Margaret C. Leland. A new drinking fountain has been installed outside of the Children's Library for the convenience of the many children now using the library.

The Friends of the Library bought and planted several trees for the library grounds, to replace some old and diseased ones which have been removed by the Town.

The State Department of Education, Bureau of Library Extension, donated two tape players and a generous supply of tapes of children's stories to the library.

A bequest of $500 for books was received under the will of Godfrey Brinley.

The Head Librarian, Mrs. Allen E. Cox, attended the American Library Association national convention at Atlantic City and the New England Library Association conference. She has served this year as vice president of the Executive Board of the Central Massachusetts Regional Library System, and as program chairman of the Young Adult Cooperative Book Review Group of Massachusetts. In March Mrs. Cox presented a program on the history of the library to the Southborough Historical Society, and she has reviewed books and spoken to other local groups.

Classes from the Woodward School have visited the library during the year to be instructed by our librarians in the fundamentals and use of the library. Mrs. Curtin has worked with grades four, five, and six which have been attending the library on a regular basis.

In addition to the regular children's Saturday movies shown twice a month, a series of adult films was introduced this year with success.

The Trustees wish to thank the entire staff for their continued enthusiasm, dedication and efficiency which is very much appreciated. We also thank all those who were kind enough to donate books to the library during the year.

Respectfully submitted,

HARRISON REINKE, Chairman
ANNE S. BRADLEY
BEULAH T. CALLAGHAN
JAMES HIGGISTON
ELIZABETH WHITE
NATALIE FANTONY

REPORT of the PLANNING BOARD

During 1969, the Planning Board approved two subdivisions; namely Birchwood Manor Section II and Moreland Estates.

Also in 1969, the Board disapproved one subdivision, Woodbury at Southborough, with a total of sixty-nine house lots. It is expected this subdivision will be submitted again following revision of the design.

Due to an increase in workload and a need for more planning, the Board has held approximately 50% more meetings than in past years. The outlook is that this pattern will continue during 1970.

In an attempt to create closer cooperation between various Town boards, the Planning Board held several meetings with other boards to discuss subdivisions, industrial areas and general over-all planning. It is the intention of this Board to increase these meetings in the future. In this connection, we wish to thank members of the Industrial Development Commission, School Committee, Water Department, Board of Health, Selectmen, Highway Department, Police Department, Fire Department and Assessors for their assistance in providing better planning for Southborough.

In November, the Board held a meeting with representatives of the Massachusetts Department of Community Affairs. This meeting was a prelude to a possible up-dating of the 1962 Master Plan and a securing of advice or professional planners in the Department.

The Board has undertaken the review and revision of its Rules and Regulations Governing the Subdivision of Land, last revised in 1960. Formal approval is expected early in 1970.

In cooperation with the Industrial Development Commission, the Zoning By-Laws and Zoning Map were updated

and reprinted. We feel this updated plan will be beneficial to townspeople, industrial prospects and potential homeowners.

The Planning Board, along with many other residents, is concerned with the overall zoning in Southborough, particularly the relationship between residential and industrial areas. Major goals during 1970 include the study and review of our existing zoning by-laws for the purpose of recommending any necessary changes so that Southborough shall be a residential area with adequate industry to provide a broad tax base. Your Planning Board is interested in up-dating the Master Plan and hopes to receive all possible thoughts and ideas from citizens throughout the Town.

Respectfully submitted,

ROBERT E. HOSS
PETER PHANEUF
PHILIP W. BURKE
PAUL R. O'CONNELL, JR.

Report of the South Middlesex Opportunity Council

The South Middlesex Opportunity Council, Incorporated is a private, non-profit Federally funded Community Action Agency. Its primary purpose is to mobilize and utilize private and public resources in order to provide effective programs on poverty in the fields of education, health, community development and other necessary projects.

In order to maintain its objectives, SMOC's Board of Directors is equally divided among representatives from low-income families, as well as public and private agencies.

Through the Information and Referral Service, residents of Southboro were referred to agencies best suited to arrive

at a solution to their problems. Plans are in effect under this Agency's Community Development Program to assist the community in areas such as Day Care, Comprehensive Health, Transportation, Upward Bound and Drugs.

Respectfully submitted,

MARK E. McCORMACK,
Town Representative

REPORT of the CEMETERY COMMISSIONERS

To the Honorable Board of Selectmen
Town of Southborough, Massachusetts

Gentlemen:

The Board of Cemetery Commissioners wish to submit their annual report as follows:

The work of caring for the cemetery was carried out in a very satisfactory manner thus keeping our cemetery in the class with the best kept cemeteries in New England. We take a great deal of pride when people from cities, towns and states express their admiration when they visit here.

The past year has been a very busy and satisfactory year of accomplishments. A one-ton truck has been purchased. An addition to our present building (to house this truck, our tractor and other miscellaneous equipment), has been started and work on it is progressing well. This building was built at a minimum of cost and will be finished by Memorial Day thanks to our efficient and dedicated superintendent, Mr. Leo Bertonazzi.

More stone walls have been added in the south end with another set of steps built into the walls. More work of this kind has been planned for the future.

Mowers, spreaders, fertilizers, seeds and other miscellaneous materials have been acquired.

Diseased trees were removed with several more to be cared for in 1970.

Regular meetings have been held monthly on the first Monday. The commissioners are grateful for the fact that all parties are able to work with such complete harmony and accord.

Various trust funds have been invested in as the occasion required.

We are pleased with the cooperation received from other departments and especially Mr. Leo Pessini's department for his unselfish consideration in coming to our aid whenever necessary. We also wish to thank our devoted superintendent and our crew who have given us so much of their time beyond regular working hours.

Respectfully submitted,

GEORGE L. BURWELL
LAWRENCE R. HAMELIN
HARVEY D. BIGELOW

Report of the
INDUSTRIAL DEVELOPMENT COMMISSION

The constant concern of the Commission during the year 1969, was to continue to initiate and set-up the mechanism for bringing about industry beneficial to improving our Town's tax structure and creating an industrial environment conclusive to Southborough's goals.

Among the plus values during 1969, were the expansion of several industries and the beginning construction of Mass. Equipment Company's new plant in the southwest area of Route 9.

Foremost among our prime 1970 objectives will be an effort to assist four new companies to locate in our various industrial parks or on land zoned industrial.

Your Board will continue to engage the services of a consultant to assist us in future planning. We plan also, to work with the Mass. Department of Community Affairs in their development of a computerized system to provide essential data to communities along Route 495 for high-level decision making.

OUR 1970 OBJECTIVES

1. Continual advertising and promotional efforts for industrial growth.

2. In depth review and up-dating of the zoning by-laws.

3. Up-dating and maintaining accurate zoning maps reflecting our zoning by-laws, as they change.

4. Guidance for prospective industrial builders through the proper channels of our local town government.

To all Town Board members, past and present, we would like to acknowledge their willing response towards assisting us in our past and future goals.

Respectfully submitted,

JOHN L. HOPKINS, Chairman
W. KEITH SMITH
FRANK E. RAMELLI
THOMAS J. GRADY, Secy.
GEORGE N. THIBEAULT

REPORT of the TOWN COUNSEL

The year 1969 saw the Town Counsel representing the Town of Southborough in several items of litigation at Worcester Superior Court. These matters involved for the most part, the Zoning By-Laws. Trials were completed on most of these cases but those involving violation of the Sign Regulations are held pending the Annual Town Meeting for 1970.

Several streets were accepted at the Annual Town Meeting under the new procedures. Drainage easements were negotiated in several parts of the Town as part of the overall plan to improve drainage throughout the Town.

A new item was added to the responsibilities of the Town Counsel and Town officers, i.e. Collective Bargaining. The Town Counsel worked closely with a committee set up to bargain collectively with the Police Department. The proposals of agrement which were reached, will be reflected in amendments to the Salary Administration Plan which will be presented to the 1970 Town Meeting.

Respectfully submitted,

WILLIAM F. BREWIN,
Town Counsel

REPORT of the BOARD of SELECTMEN

The most obvious fact about the state of the Town of Southborough is itos unprecedented and accelerating growth. Housing starts are declining across the nation but are rising in Southborough; large national corporations are rapidly locating in our commercially zoned areas; and professional people are moving to Sounthborough to service our expanding population. All this activity is inevitable because of our geographical location between two large metropolitan areas and our access to several major highways. But, this growth is not without its attendant problems, and it is this Board's responsibility to anticipate these problems and effect solutions. The following is a report on our progress this past year.

1. **Sewerage:** As authorized by the Annual Town Meeting of 1969, a Sewerage Feasibility Study Committee was organized in March consisting of the three members of this Board, George Mooney, representing the Water Board, and John Bartolini from the Board of Health. Selectman Louis J. Bartolini was elected chairman, and, after interviewing over a half a dozen engineering firms, Robert Charles Engineering Associates, Inc., of Boston was hired to make a preliminary survey the purpose of which will be to explore in detail a number of various alternatives for disposing of sewerage in the Town of Southborough. This feasibility study should be completed by Town Meeting.

2. **Drainage:** For the past several years we have attempted to devise an overall plan for collecting surface water from our public ways and draining it into existing brooks which eventually drain either into the MDC or the Sudbury River. Because of other pressing coonstruction projects this past year, we were only able to extend drainage on a portion of Flagg Road, but next year we plan to complete another phase of this project and, in addition, install drain-

age on Oregon and Woodland Roads and School Street. This latter project will tie into the drainage system in the center of Town, run through the Mauro property, the new B & B Realty Trust subdivision, the Sherman property and into the MDC. We have obtained easements from the Mauros and Shermans, and in return, will install drainage pipes through the Mauro property for approximately 500 feet. B & B Realty Trust has already installed drainage through its subdivision. This particular drainage project is very important in that it completely drains the center of Town and has been planned in such a way that it can accommodate any additional drainage which may in the future be added from other streets in the vicinity.

3. **Solid Waste Disposal:** We must improve the situation at our present Town Dump, and this year we propose to stop open burning and convert to a land fill operation which will be operated by an independent contractor. We estimate that it will cost approximtely $25,000.00, which is a substantial increase over last year's budget. We further recognize that a landfill operation will accelerate the demise of the Dump, but we can no longer continue to pollute the air and ignore the law which prohibits open burning dumps. However, there are on the horizon two possible solutions to our solid waste refuse disopsal dilemma:

(a) A bill has been filed in the legislature for the creation of a Regional Waste Disposal District which Southborough could join, and we have been informed by our State Representative that passage of this bill seems likely;

(b) The Town of Framingham is contemplating building a large incinerator which would accommodate several surrounding towns on a contract basis.

One or both of these alternatives should come to fruition and hopefully be a permanent solution to our very real solid waste disposal problem.

4. **Public Safety:** Last year we had an overall street-lighting survey made, and by Town meeting we will have

implemented new street lighting throughout one-third of the Town. Good street lighting serves a dual purpose—it will help avoid traffic accidents and aid in crime prevention both of which are important public safety considerations for a town with an expanding population.

Hopefully this year the Town will vote to renovate the Peters Annex as a Police Station. The legal restriction concerning the use of this property has now lapsed, and we feel that whenever possible this Town should attempt to use what existing buildings it has if they are adaptable to a particular use. In our opinion the Peters Annex, which will no longer be used as a school, is an ideal location and a more than adequate facility for a police station.

The people of Southborough must also recognize that our expanding population will require additional personnel for both the Police and Fire Departments if we are to maintain or present police and fire coverage.

5. **Construction Projects:** Over five years ago the Town was committed under Chapter 90 of the General Laws to reconstruct Fisher Road and Jericho Hill Road, and in 1970 we plan to finally complete the remaining small portion of this project.

This year it became obvious to us that our Highway Department did not have the personnel nor the equipment to complete the construction and maintenance requirements of Chapter 90 and Chapter 81 in addition to completing drainage and other pressing construction projects. If we are to keep pace with present construction demands, the only alternative, although more expensive, will be to have some of these projects done by independent contractors through public bidding.

6. **General Administration:** Our expanding population has proportionately expanded Town business, and it is quite obvious that our present form of government cannot keep pace. We must have a revision of our government

a re-alignment of functions and a more efficient co-ordination of departments. For this reason we decided that a review of our Town government was imperative and after some research we felt that the creation of a Charter Commission was the best vehicle for effecting this needed change. Hopefully, a Charter Commission will be created and after various alternative forms of government which will better enable the Town to keep pace with increasing Town business for the remainder of this century.

7. **Town Buildings:** The Fayville Village Hall renovations were completed early last Fall, and we feel that both the architect and the contractor did a first-class job at a cost considerably less than originally anticipated. This same architect is now making a preliminary plan for renovating the Town Hall as all Town boards are being pressed for additional space in which to effectively function. As soon as these preliminary plans have been completed, they will be turned over to the Town Housing Committee for their examination and recommendations.

The above report only outlines the highlights of this Board's activity this past year, and much remains to be done if we are to effectively prepare Southborough for its future.

Respectfully submitted,

CHARLES B. SWARTWOOD III,
Chairman

ROBERT C. DUMONT

LOUIS J. BARTOLINI
Board of Selectmen

REPORT of the FIRE DEPARTMENT

In accordance with Article XII Section 7 of the By-laws of the Town of Southborough, I hereby submit the Annual Report of the Fire Chief and Forest Warden.

During the year the Fire Department answered 293 calls as follows:

Buildings	
Structural	19
Chimney	1
Oil Burners	4
Electrical	7
Grease	2
Motor Vehicles	
Fire	17
Accident	21
Brush and Grass	93
False Alarms	31
Emergency Aid	18
Rubbish	1
Needless	7
Miscellaneous	26
Cellars pumped	46
Mutual Aid Rendered	
Framingham	1
Hopkinton	1
Marlboro	3
Westboro	3
Ashland	1
Mutual Aid Received	
Framingham	2
Hopkinton	3
Marlboro	1

Westboro	0
Ashland	0
Department of Natural Resources	7

Changes in department personnel were:

Substitutes appointed
Robert Haughn

Fire Fighters appointed
George Killam

Chaplain appointed
Gil Harttree

Resignations and Retirements
Lt. Joseph Mauro
Chaplain Arthur T. Lutton
Fire Fighter Frank Douglas
Fire Fighter Edgar A. Phaneuf, Jr.
Fire Fighter Phillip A. Harding
Fire Fighter Richard T. Tebbetts
Fire Fighter Richard O. Hunt

Lt. Joseph Mauro better known as "Smoky" retired after serving forty-five years as a member of the Southboro Fire Department, because he reached the mandatory retirement age in 1969.

I personally will miss "Smoky" very much because he was the most devoted and dedicated fire fighter the Town had. Year after year his attendance record for both fires and drills was in the top five of the department.

The Southboro Fire Department has had four fire chiefs since its organization in 1921 and Lt. Mauro is the last man to retire who served under all four chiefs.

It is difficult to put into words just how much the members of the department will miss Joe. He never seemed to get excited and no matter how big the fire was he was always calm and had a steadying effect on those around him.

His tradition will be carried on through his sons Calvin and John and his grandson Brian who are all members of the department and I am sure his great grandsons will follow in his footsteps when the time comes.

On behalf of all the Townspeople a great big thank you to Lt. Joseph "Smoky" Mauro for forty-five years of service.

The year 1969 was one of activity and accomplishments for the Southboro Fire Department.

The signs on the front of both stations were replaced with block letters spelling out Southboro Fire Department and the appropriate apparatus designation over each door. The letters were all hand made by members of the department.

Engine 24, a 1931 Model A Ford, was sold to the Southboro Fire Fighters Association who restored it and will keep it for use at the Children's Field Day, Heritage Day and other functions for the children of Southboro.

During the year Basic and Advanced Red Cross First Aid courses were given for interested residents of the Town. These programs will be continued through 1970.

First Aid Courses were also given to the members of the department.

As has been the practice for the past several years, drills in the skill of fire fighting were conducted. Most of these were under the supervision of Lt. John E. Carlson, Training Officer for the Worcester Fire Department.

During the year two more businesses were tied into our fire alarm and they were Data General Corp. and the Jarvis Co.

Capt. Frank R. Aspinwall and myself completed the

four day course on "Emergency Care and Transportation of the Sick and Injured" sponsored by the American Academy of Orthopaedic Surgeons held at Harvard University.

Other members of the department will take this course in 1970 as it is one of the finest offered in the area.

During the year I made application for matching funds through the Federal Highway Safety Program towards the purchase of a new ambulance for the Town. On December 5, 1969 the Town was advised that matching funds in the amount of $6,750.00 had been made available to the Town of Southboro Fire Department for that purpose.

A Fund drive is now under way to raise an equal amount so that an ambulance can be purchased in the very near future.

During the spring flooding and the December flooding members of the Fire Department pumped out flooded cellars for the residents of the Town.

The floor of the headquarters station was painted in 1969.

The 1970 Fire Department Budget includes funds for three additional fire fighters who will be housed in Station 2 and will provide that station with twenty four hour coverage. The need for these additional men is borne out by the increase of responses and that sixteen times when the alarm was sounded for that station no one responded.

In June the Fire Department invited the family, of every resident of the Town who owned a swimming pool, to Fire Headquarters and presented a program on pool safety.

The Southborough Fire Fighters Association again this year held their Annual Children's Field Day in September and their Children's Halloween Party in October. They also participated in the Heritage Day Program.

Open house was held during Fire Prevention Week and many school children visited the station.

In December the Association sold Christmas Trees at Fire Headquarters and sprayed trees with a fire retardent solution.

Respectfully submitted,

EDWARD F. BROCK
Chief of Department

REPORT of the VETERANS' GRAVE OFFICER

To the Honorable Board of Selectmen
Town of Southborough, Mass.

Gentlement:

The Veterans' grave officer wishes to submit the annual report as follows:

As has been the policy in the past, all head stones that have sunken or needed attention, have been adequately cared for. Military funerals have been overseen with the attention they properly deserve and the noteworthy custom of placing flags on all Veterans' graves has been attended too.

All of these things awere accomplished without cost to the town and with the dedicated help of the Veterans of Foreign Wars and the American Legion. It is also important to for me to mention the time spent on these projects by the Supt. of the cemetery, Mr. Leo Bertonazzi all of which was spent without financial compensation.

Respectfully submitted,

GEORGE L. BURWELL

Report of the INSPECTOR of ANIMAL HEALTH

Stables Inspected (Dairy)		9
Stables Inspected (Beef)		6
Dairy Cows and Heifers (over 2 years old)		
	Grades	201
	Prebreds	79
Heifers (1-2 years old)		79
	Grades	26
	Purebreds	70
Heifer (Calves under 1 year)		
	Grades	12
	Purebreds	25
Bulls		
	Grades	4
	Purebreds	3
Beef Cattle		
	Grades	39
	Purebreds	0
Horses		63
Ponies		14
Goats		0
Sheep		9
Swine		21
Swine Herds		2
Buffaloes		6
Longhorn		9
Persons bitten by dog		39
Cattle reacting to Tuberculin Test		0
Cattle reacting to Brucellous Test		0
Cattle shipped in from out of state		8

Respectfully submitted,

SERENO W. JOHNSON
Inspector of Animal Health

REPORT of the INSPECTOR of SLAUGHTERING

I hereby submit my annual report for the year ending December 31, 1968.

Number of hogs slaughtered and inspected	93
Number of cattle slaughtered and inspected	42
Number of lambs slaughtered and inspected	28
Number of calves slaughtered and inspected	2

Respectfully submitted,

SERENO W. JOHNSON
Inspector of Slaughtering

REPORT of the TREASURER

The Board of Selectmen
Southborough, Massachusetts

Gentlement:

The following report is submitted by the Town Treasurer for the year ending December 31, 1969.

Cash balance January 1, 1969	$564,335.92
Receipts from all sources	4,668,747.96
Total available funds	$5,233,083.88
Payments	4,154,689.36
Cash balance December 31, 1969	$1,078,395.52

The funds are accounted for as follows:

Marlboro Savings Bank	2,10.96
Peoples National Bank	907.48
First National Bank, Marlboro	64,077.24

First National Bank, Boston	100,000.00
N. E. Merchants National Bank	205,000.00
Worcester County National Bank Regular a-c	104,227.86
Worcester County National Bank School Bldg.	602,080.98
	$1,078,394.52

School Bldg. funds in the amount of 593,634.78 are currently invested with the Worcester County National Bank, Regular account funds are invested with

the First National Bank, Boston	100,000.00
N. E. Merchants National Bank	100,000.00
do do	100,000.00
Worcester County National Bank	100,000.00

Funds of the school bond issue not immediately required have been invested, and earned the amount of $28,225.86, investment of funds in the regular account earned $11,104.-00, however, it was necessary to borrow on short term notes, when cash receipts were low, and the interest on this borrowing was $5,743.34.

Respectfully submitted,

WALTER F. WHITE
Town Treasurer

REPORT of the BOARD of HEALTH

In 1969 The Board of Heatlh met regularly on the second Tuesday of each month, and met at ten extra sessions, generally on the fourth Tuesday. The Town continues its projected growth, and consideration of buildings and their sewage disposal systems constitutes the bulk of the Board's work. Sixty-five applications were approved. Eighty-two systems installations were inspected.

As growth and building proceed, land values rise and increasing pressure is exerted to place a building on every allotted parcel, as in a subdivision. As growth and building proceed, land of quality to support a domestic sewage disposal system becomes more scarce and land of more questionable quality is explored.

The stakes are high and increasingly The Board has and will be continuing to use the advice of consultants. Your attention is repsectfully brought to our remarks in the first paragraph of our report of the year 1967. We feel that by pooling or sharing personnel (agents, secretaries, engineering consultants the administration of the Town might be improved.

Sanitary inspections of establishments in Southborough which prepare, serve or sell foods has continued under our direction and are performed by Mr. Robert Rimbach of Middlesex Laboratories. Mr. Rimbach availed himself of the opportunity afforded by his report to remind the Board of the potential for the spread of disease found in the use of swimming pools. Public pools are to be inspected by the sanitary inspector. Private pools are not a matter of public responsibility, but owners of such pools are cautioned to observe rules of good sanitary practice.

Dr. Peter Johnson reported that he performed 106 Rabies vaccination injections at the sponsored "clinic" on May 10, 1969.

Inasmuch as not all communicable diseases are faithfully reported to to us the data here below cannot be con-

Scarlet Fever	1	Chicken	21
German Meales	11	Streptococcal Pharyngitis	70
Mumps	14	Tuberculosis	0
Dog Bites	12	Salmonella	1

As in past years Diphtheria, Pertussis and Tetanus vaccine injections were offered and given to pre-school children. Smallpox vaccinations were given to candidates for the first grade. Diphtheria-Tetanus vaccine booster injections were given to Public School pupils in the 5th grade. Tuberculin testing is done in grade I.

Licenses issued under the authority of the Board of Health in 1969 numbered 42.

In the first eleven months of 1969 533 visits were rendered by The Framingham Visiting Nurse Association. As a consequence of their experience and cost analyses the Association is projecting a smaller deficit and is lowering its charge to the Town for its valuable coverage. In the same vein the Trinity Mental Health Association has sought financial support from Southborough and other Towns, including its base of operation, Framingham, by the way of a Board of Health budget item. Even as their matter was under consideration a new "Mental Health District" has been formed. This raises questions about the financing of voluntary non-profit corporations which will demand hearing in the near future.

Respectfully submitted,

TIMOTHY P. STONE, M.D., Ch.
JOHN A. BARTOLINI
PHILIP G. MAUCH

REPORT of the TOWN COLLECTOR

To the Honorable Board of Selectmen
Southborough, Massachusetts

Gentlemen:

I respectfully submit the annual report of the Town Collector for the year ending December 31, 1969.

WATER RATES

Balance 12-31-68	$8,112.74	
Committed 1969	82,397.93	
Advance Payments	123.08	
Overpayments refunded	113.08	
	$90,747.55	
Paid to Treasurer		$83,222.77
Committed to Water Lien		1,719.89
Abated		186.33
Balance due 12-31-69		5,618.56
		$90,747.55

WATER MISCELLANEOUS

Balance due 12-41-68	$163.79	
Committed	3,316.83	
Interest	10.75	
	$3,491.37	
Paid to Treasurer		$1,881.13
Balance 12-31-69		1,610.24
		1,610.24

WATER SERVICES

Committed 1969	$7,660.41	
Paid to Treasurer		$6,000.04
Balance 12-31-69		1,659.77
		$7,660.41

1968 TAXES

Balance 12-31-68	$52,194.10	
Abatements Refunded	360.50	
Overpayments refunded	100.00	
Interest	1,461.91	
	$54,116.51	
M. D. C. adjustment		$545.30
Paid to Treasurer		49,563.52
Abated		421.32
Tax Title		2,120.55
Interest		1,455.82
Balance due 12-31-69		10.00
		$54,116.51

1969 TAXES

Committed	$1,357,169.38	
Water Overpayment refund	64.39	
Real Estate Overpayment	2,772.24	
Abatements refunded	1,502.90	
Refunds due	76.00	
Interest	1,250.01	
	$1,362,834.92	
Paid to Treasurer		$1,209,459.84
Tax Title		1,774.70
Abatements		41,956.80
Balance due		109,643.58
		$1,362,834.92

1969 Farm & Animal	$359.32	
Paid to Treasurer		$359.32
Personal Property	$62,102.64	
Interest	8.04	
	$62,110.68	
Paid to Treasurer		$58,538.77
Interst		8.04
Abated		182.40
Balance due 12-31-69		3,381.47
		$62,110.68

1964 MASS. MOTOR VEHICLE EXCISE

Balance 12-31-68	$3.30	
Abated		$3.30

1965 MASS. MOTOR VEHICLE EXCISE

Balance due	$242.30

1966 MASS. MOTOR VEHICLE EXCISE

Balance due abatted	$175.51

1967 MASS. MOTOR VEHICLE EXCISE

Balance due abated	$346.84

1968 MASS. MOTOR VEHICLE EXCISE

Balance 12-31-68	$10,797.66	
Committed in 1969	14,621.73	
Overpaid refunded	30.65	
Abatements refunded	1,529.43	
Interest	111.72	
	$27,091.18	
Paid to Treasurer		$23,943.50
Abated		2,316.81
Balance due		830.88
		$27,091.18

1969 MASS. MOTOR VEHICLE EXCISE

Committed	$186,958.72	
Abatements refunded	5,690.44	
Overpayments refunded	390.78	
Refunds due	54.95	
Interest	238.77	
	$193,333.66	
Paid to Treasurer		$170,870.38
Interst paid to Treasurer		238.77
Abatements		13,489.54
Balance due 12-31-69		8,734.97
		$193.333.66

Miscelllaneous receipts paid to Treasurer.

Board of Health	$1,036.00
Cemetery	5,664.00
Lien Certificates	441.00
Lion Certificates	441.00
Selectmens	907.50
Tree Dept.	147.00

I extend to the Board of Selectmen, Town Officers, Dept. Supervisors, the various Boards and committees and the Town personnel, my appreciation for their co-operation for their co-operation during the year.

Respectfully submitted,

WALTER F. WHITE
Town Collector

REPORT of the TOWN ACCOUNTANT

Year Ending December 31, 1969

To the Honorable Board of Selectmen
Southboro, Massachusetts

Gentlemen:

I respectfully submit the annual report of financial operations of the Town of Southboro for the year ending December 31, 1969.

Attached hereto are the following statements and schedules:

Balance Sheet
Debt Statement
Schedule of receipts
Expenditures and Balances
Salary and Wage Schedules
Schedule of Insurance
Trust Funds

Misceollaneus receipts of cash received during the year 1969 totaled $757,539.60 of which, $658,339.14 was appropriated by the Board of Assessors to reduce the amount to be raised by taxation. The balance of $99,200.46 together with $25,834.94 representing unexpended balances of 1969 appropriations was transferred to Surplus Revenue on December 31, 1969 which increased the balance of such account to $289,445.60. After deducting outstanding personal and real estate taxes totaling $114,625.40 which had previously been credited to Surplus Revenue in anticipation of total collection and adjustments in the amount of $12.20, the amount of free cash as at January 1, 1970 is $174,808 which amount has been certified by the Massachusetts Department of Corprations and Taxation, Bureau of Accounts. The

amount of free cash at January 1, 1970 is $56,579 less than at the same date a year ago.

Revenue from the sale of water, motor excise taxes, state aid for schools and veterans services and other miscellaneous revenue totaling $757,539.60 was approximately $107,700 greater than in 1968. However, the Assessors appropriated $86,400 more of such revenue in 1969 to reduce the amount to be raised by taxation. But in spite of this, it was necessary to increase the tax levy by $276,300 over 1968. As can be seen in the follwing table showing the principal sources of revenue over the past three years, there has been a decrease of $10,000 or more in the town's share of the state sales tax, whereas revenue from the sale of water and excise taxes increased as would be expected as a result of increases in the number of homes and automobiles while state aid to schools remained steady.

	Taxes, R.E. & Personal	State Sales Tax	Sale of Water	Motor Excise Tax	State Aid Schools
1969	$1,417,483	$70,500	$91,700	$187,200	$203,300
1968	1,141,224	87,000	86,000	173,500	201,000
1967	986,000	97,000	85,200	172,800	177,000

As borne out by the figures shown above, and with the prospect of still further increases in real estate and personal property taxes in 1970 and years to come, the taxpayers are going to have to carry a heavier tax burden unless the town can acquire more business and industrial plants to relieve that burden.

Respectfully submitted,

FRED L. BAKER
Town Accountant

TOWN OF SOUTHBORO
BALANCE SHEET
December 31, 1969

ASSETS

Cash Balance		$1,078,394.52
Accounts Receivable:		
Taxes:		
1963 Real Esate	$22.50	
1965 Real Esate	25.00	
1966 RealEsate	Cr. 30.77	
1967 Real Estate	31.73	
1968 Real Estate	1,899.26	
1969 Personal Property	3,381.47	
1969 Real Esate	109,296.21	
		$114,625.40
N.Y., N.H. & H. R.R. Taxes in Bktcy. Proceed.		$1,076.76
Motor Excise Taxes:		
1963	$20.50	
1965	310.01	
1966	33.38	
1967	80.29	

LIABILITIES AND RESERVES

Dog License Collections		$12.00
Total Warrant Article Balances		649,238.60
St. Marks School Contribution		7,000.00
Employees Payroll Deductions Payable		15.22
Revolving Fund:		
School Lunch		556.35
School Public Law #864-5	$988.00	
School Public Law #874	5,894.00	
School Public Law #89-10	1,822.93	
		$8,704.93
Sate Grant, Public Library		$554.52
Trust Fund Income Balances:		
Wilson Fund	$366.50	
Bacon Fund	1,873.60	
Winchester Fund	2,302.46	
Clapp Fund	186.51	
Harrington Fund	1,026.46	
Waldo Fay Fund	5,383.30	
Buck Charity Fund	2,383.90	

1968	865.81	
1969	17,597.34	
		$18,907.33
Tax Titles		$7,426.87
Departmental		
Hall Rentals	$60.00	
Health	30.00	
Cemetary	661.00	
Tree Warden Inspections	19.50	
		$770.50
Aid for Highways		
State Contracts:		
1969 Chap. #81	$4,505.40	
1969 Chap. #90 Const.	9,100.00	
1969 Chap. #90 Maint.	2,700.00	
County Contracts:		
1969 Chap. #90 Const.	4,550.00	
1969 Chap. #90 Maint.	2,700.00	
		$25,555.40
Water Rates & Services	$10,697.95	
Water Liens	217.87	
		$10,915.82

Mary Fay Library Fund	147.01	
Library Fund	319.45	
Buck Library Fund	76.50	
Buck General Fund	1,113.51	
Newell Fund	2,899.65	
Newell Fund Cash	40.17	
Cemetery Trust Fund	908.62	
Excess Fund	88.64	
Eames Fund Cash	47.06	
Brigham Fund	834.01	
Billings Gliddin Fund	198.71	
		$20,196.06
Revenue Reserved Until Collected:		
Special, N.Y., N.H. & H. R. R.	$1,076.76	
Motor Excise	18,907.53	
Tax Title	7,426.87	
Departmental	770.50	
State & County Aid, Highways	23,555.40	
Water	10,915.82	
		$62,652.68
Outstanding Debt:		
Woodward School Pro.j Loan	$120,000.00	
Woodward Schol Proj. Loan	30,00.00	
Woodward School Addition	95,000.00	
Mary Finn School	450,000.00	
School Land	33,000.00	
Water System Improvement	120,000.0	

Undrestimated Appropriations:		
State Park Assessments	$136.26	
County Tax	1,215.59	
		$1,351.85
Overpayment of Employees Payroll Deductions		$12.18
Net Bonded Debt		$2,599,000.00
		$3,856,036.63

Water System Improve. Add.	16,000.00	
Highway Building Constr.	40,000.00	
Margaret Neary School	1,695,000.00	
		$2,599,000.00
Reserves and Surplus:		
Overlay Reserves for Abate.	$145,516.16	
Overlay Surplus	59,627.04	
Road Machinery Fund	1,142.45	
Cemetery Reserve	8,375.02	
		$218,660.67
Surplus Revenue		$289,445.60
		$3,856,036.63

DEBT STATEMENT

	Outstanding 1-1-69	Paid 1969	Outstanding 1-1-70	Due In 1970	Rate	Interest due 1970	Interest Payable	Prin. Payable
Woodward School Loan (1954)	$180,000.00	$30,000.00	$150,000.00	$30,000.00	2.10%	$1,575.00	4- 1-70	4- 1-70
						1,260.00	10- 1-70	
Woodward School Addition (1960)	105,000.00	10,000.00	95,000.00	10,000.00	3.40%	1,615.00	6- 1-70	
						1,615.00	12- 1-70	12- 1-70
Finn School Loan (1964)	480,000.00	30,000.00	450,000.00	30,000.00	3.20%	7,200.00	1-15-70	
						7,200.00	7-15-70	7-15-70
Neary School Loan (1969)			1,695,000.00	100,000.00	5.70%	48,307.50	6-15-70	
						45,457.50	12-15-70	12-15-70
School Land Acquisition Loan (1967)	44,000.00	11,000.00	33,000.00	11,000.00	3.10%	511.50	5- 1-70	5- 1-70
						341.00	11- 1-70	
Water System Improvement Loan (1960)	140,000.00	20,000.00	120,000.00	20,000.00	3.20%	1,920.00	3- 1-70	
						1,920.00	9- 1-70	9- 1-70
Additional Water System Improvement Loan (1962)	19,000.00	3,000.00	16,000.00	3,000.00	3.20%	248.00	5- 1-70	5- 1-70
						201.50	11- 1-70	
Highway Building Loan (1968)	50,000.00	10,000.00	40,000.00	10,000.00	4.10%	1,640.00	6- 1-70	6- 1-70
	$1,018,000.00	$114,000.00	$2,599,000.00	$214,000.00		$121,012.00		

SCHEDULE OF RECEIPTS

1969

GENERAL REVENUE

Taxes:		
Levy of 1966		
Motor Excise		$4.00
Levy of 1967		
Real Esate	$26.82	
Charges	5.50	
		$32.32
Levy of 1968		
Personal	$1,014.25	
Real Estate	48,902.00	
Motor Excise	22,383.16	
Charges	1,484.14	
		$73,783.55
Levy of 1969		
Personal	$58,538.77	
Real Esate	1,202,278.63	
Motor Excise	164,789.16	
Farm Animal	359.32	
Lien Ctfs.	458.25	
Charges	1,283.72	
		$1,427,707.85
From State:		
Library Aid	$999.00	
MDC in Lieu of Taxes	4,184.02	
Sales Tax	70,487.46	
		$75,670.48
Tax Title Redemptions		$3,066.69

Licenses and Permits:		
Liquor	$1,579.50	
Gas	774.50	
Fire Arms	751.00	
Sewage Inspections	1,181.00	
Building Inspections	4,033.50	
Plumbing Inspections	1,667.00	
Wiring Inspections	2,147.00	
Misc.	33.00	
		$12,166.50
Court Fines	$1,913.60	
Fire Fines	50.00	
		$1,963.60
Federal Grants:		
Old Age Asistance	$49.63	
Aid to Fam. of Dep. Children	131.32	
Medical Air for Aged	1,017.59	
Disability Assistance	9.99	
		$1,208.53
State Aid:		
Vocational Education	$1,831.26	
School Tuition & Transportation	20,848.99	
School Aid, Chap. #70	122,892.33	
School Aid, Chap. #645	7,247.96	
New School Reimbursement	27,076.32	
Regional School District	18,308.02	
Special Education Programs	5,130.00	
		$203,334.88
State Matching Funds of Town's Appropriation from Stabilization Fund		$100,000.00
From County:		
Dog License Colections		$610.32

Gifts:		
St. Marks School	$7,000.00	
Fay School	3,000.00	
		$10,000.00
Insurance, Town Property Damage Claims	$1,276.71	
Board of Appeals Hearings Fees	380.00	
Am. Telephone Easement	4,236.00	
		$5,892.71
Total General Revenue		$1,905,441.43

COMMERCIAL REVENUE

Hall Rentals		$873.08
Public Safety:		
Care of Dogs	$665.00	
Sale of Police Reports	261.00	
		$926.00
Forestry:		
Inspections	$147.00	
County Aid for Insect Control	245.81	
		$392.81
Highways, State & County Reimbursement:		
1968 Contracts:		
Chap. #81	$7,090.61	
Chap. #90 Construction	11,999.34	
Chap. #90 Maintenance	4,600.00	
1969 Contrats:		
Chap. #81	8,969.60	
		$32,659.55
State Highway Improvement Loan		$8,884.34

From State:		
Equipment Rentals	$1,130.08	
Machinery Basis	1,639.43	
		$2,769.51
Welfare, From State:		
Medical Aid for Aged	$1,645.88	
Disability Assistance	7.82	
Aid to Fam. of Dep. Children	65.66	
Old Age Assistance	24.81	
General Relief	32.93	
		$1,777.10
From State:		
Veterans Services		$14,657.02
Schools:		
Public Law #864	$988.00	
Public Law #874	5,894.00	
Public Law #89-10	3,874.00	
		$10,756.00
Library Fines		$100.00
Water:		
Rates & Services	$90,035.64	
Liens	1,653.69	
Charges	304.38	
		$91,993.71
Cemetery:		
Sale of Lots	$870.00	
Care of Lots	116.00	
Burials	1,971.50	
Foundations	196.50	
Perpetual Care Deposits	2,560.00	
		$5,714.00

Miscellaneous:		
Fees for State Tax Collections	$81.11	
Other	205.03	
		$286.14
Total Commercial Revenue		$171,789.26

OTHER REVENUE

Interest from Trust Fund Investments:		
Newell	$4,141.03	
Wilson	105.00	
Winchester	174.39	
Bacon	125.00	
Fay Library	90.32	
Cemtery	2,277.83	
Clapp	46.87	
Eames	43.20	
Harrington	234.27	
Buck General	197.92	
Buck Library	391.79	
Buck Welfare	525.75	
Waldo B. Fay	2,678.93	
Billings Glidden	51.24	
Mary E. Fay	307.50	
Margaret Leland	34.37	
		$11,425.41
Interest on Short Term Investments		$44,018.54
Dog Licenses		$1,242.50
Total Other Revenue		$56,686.45
Total General, Commercial and Other Revenue		$2,133,917.14

DEPARTMENTAL ACCOUNTS, 1969
EXPENDITURES AND BALANCES

	Total Available	Total Expenditure	Balance Held to Complete Projects	Unexpended Balance to Surplus	Avail. for Transfer to Surplus
Elected Officers Salaries	$13,125.00	$13,125.00			
Moderators Expenses Account	25.00			$25.00	
Advisory Committee	410.00	344.50		65.50	
Selectmen	15,705.12	15,703.21		11.91	
Accounting	5,545.47	5,498.41		47.06	
Treasurer	4,684.00	4,561.18		122.82	
Collector	9,131.75	9,022.73		109.02	
Assessors	9,503.40	9,462.24		41.16	
Legal	5,850.00	5,842.88		7.12	
Town Clerk	2,023.10	1,839.89		183.21	
Election & Reigstration	4,447.56	2,766.87		1,680.69	
Board of Appeals	1,861.40	299.43		1,561.97	
Personnel Board	1,142.60	947.07		195.53	
Conservation Cmmittee	750.00			750.00	
Planning Board	423.60	122.00		301.60	
Industrial Development Comm.	1,500.00	491.70		1,008.30	
Building Department	7,800.00	7,800.00			
Town Hall Maintenance	5,915.00	5,574.19		340.81	
Police	68,290.54	67,281.29		1,009.25	
Dog Officer	1,495.00	1,495.00			
Police Radar Equipment	2,500.00		$2,500.00		
Two New Police Cruisers	5,000.00	4,818.13			$181.87

	Total Available	Total Expenditure	Balance Held to Complete Projects	Unexpended Balance to Surplus	Avail. for Transfer to Surplus
Fire Dept. Maintenance	58,675.36	58,674.91		.45	
Fire Dept. Station Wagon	3,000.00	2,998.80			1.20
Insect & Pest Control	6,871.48	6,828.95		42.53	
Tree Warden	8,682.42	8,672.63		9.79	
Civil Defense	3,598.00	3,588.65		9.35	
Civil Defense Water Pumps	3,600.00	3,474.11			125.89
New Police Station Plans	7,500.00	165.00	7,335.00		
Health	17,333.00	14,091.85		3,241.15	
Inspection of Animals	185.00	158.00		27.00	
Street Lights	17,240.00	15,329.66		1,910.34	
Highway, Equip. Maint.	5,600.00	5,599.72		.28	
Special Maint.	38,828.18	38,813.28		14.90	
Snow Removal	28,613.15	28,611.02		2.13	
Chatper #81	22,975.00	22,970.26		4.74	
Chap. #90 Constr.	18,200.00	17,895.46	304.54		
Chap. #90 Maint.	8,100.00	8,099.91		.09	
Richards Rd. Constr.	44,000.00	41,042.97	2,957.03		
New Highway Building	73,500.00	73,121.94	378.06		
Flagg Rd. Drainage	1,500.00	1,490.29			9.71
New Highway Tractor	22,000.00	21,994.05			5.95
New Dump Trucks	9,000.00	8,992.36			7.64
Vterans Services	26,792.12	26,392.51		399.61	
School	641,118.05	640,478.79		639.26	
Vocational Education	7,300.00	5,062.69		2,237.31	
School Pub. Law #864-3	753.54	753.54			

School Pub. Law #864-5	988.00		988.00		
School Pub. Law #874	11,429.00	5,535.00	5,894.00		
School Pub. Law #89-10	5,676.10	3,853.17	1,822.93		
Regional School Assessment	375,496.85	375,496.85			
School Study Comm.	2,604.81	14.40	2,590.41		
Professional Services for School Site	1,634.00	886.50	747.50		
Reg. Voc. High Sch. Assess.	3,845.97	3,845.97			
Margaret Neary School	1,997,000.00	1,394,918.02	602,081.98		
Library	23,633.47	23,609.66		23.81	
Library Electrical Syst. Repairs	2,750.00		2,750.00		
Public Library Grant	1,861.65	1,307.13			
Water Dept.	93,238.67	93,235.76		2.91	
Water Ext. Turnpike	30,000.00	28,995.64	1,004.36		
Water Ext. Middle Rd.	9,700.00	9,648.59	51.41		
Fayville Hall Maint.	2,783.60	2,687.01		96.59	
Fayville Hall Renovation	15,000.00	11,081.86	3,918.14		
Recreation	10,940.30	10,284.11		656.19	
Dump Maintenance	8,041.00	7,560.28		480.72	
Gasoline	9,100.00	9,046.99		53.01	
Insurance	29,725.00	27,630.30		2,094.70	
Town Reports	2,650.00	2,638.16		11.84	
Engineering Service	5,500.00	4,166.81		$1,333.19	
Repair, Replace Town Prop.	2,500.00	881.45	$1,618.55		
Memorial Day Exercises	700.00	678.82			$21.18
Publishing Taxable R.E. Prop.	2,000.00	1,042.79			957.21
Sewarage Feasability Study	15,000.00		15,000.00		
Veterans War Memorial	10,000.00	7,295.10	2,704.90		

	Total Available	Total Expenditure	Balance Held to Complete Projects	Unexpended Balance to Surplus	Avail. for Transfer to Surplus
Metropolitan Area Planning Council	200.00				200.00
Cemetery	17,921.58	17,920.94		.64	
Assessors Calculator	650.00	650.00			
Motor Excise Tax Assessm't	601.20	601.20			
State Audit	7,146.19	7,146.19			
State Park Assessment	*6,733.15	6,869.41			
County Retirem't Assessment	16,334.16	16,334.16			
County Tax Assessment	*44,588.27	43,372.68			
County T.B. Hospital Asesss.	3,309.71	3,309.71			
Metropolitan Area Planning Coouncil Assessment	439.72	439.72			
Trust Fund Income:					
Wilson	531.50	165.00	366.50		
Bacon	1,873.60		1,873.60		
Winchester	2,302.46		2,302.46		
Clapp	186.51		186.51		
Harrington	1,026.46		1,026.46		
Waldo B. Fay	8,550.59	3,167.29	5,383.30		
Buck Charity	2,383.90		2,383.90		
Library	319.45		319.45		
Leland-Library	56.87	56.87			
Buck Library	698.05	621.55	76.50		
Mary E. Fay Library	513.01	366.00	147.01		
Buck General	1,259.75	146.24	1,113.51		

Newell	11,276.68	8,377.03	2,899.65
Cemetery	4,916.90	4,008.28	908.62
Eames	116.97	28.33	88.64
Brigham	834.01		834.01
Glidden	198.71		198.71

For Interest and Principal on Loans see Debt Statement
* Underestimated appropriations
Note: "Total Available" column includes the following transfers:

	From Reserve Fund	From Overlay Surplus
To:		
Servicing of School Bond Issue	$1,064.08	
Int. on Loans in Anticipation of Taxes	3,777.81	
Highway Equipment Maint.	1,100.00	
Veterans Services	8,000.00	
Fire Dept.	400.00	
Library Electrical System	2,750.00	
Dog Officer	50.00	
Highway Snow Removal	1,178.11	
Gasoline	1,500.00	
Interest on School Loan		$8,307.50
Selectmen	180.00	150.00
Town Reports		150.00
Veterans War Memorial		10,000.00
	$20,000.00	$18,607.50

SALARY AND WAGE SCHEDULE—1969

Elected Officers Salaries:			
Moderator			$25.00
Town Clerk			1,800.00
Town Collector			2,000.00
Treasurer			2,000.00
Selectmen (3)			2,100.00
Assessors (3)	2 @ $1600.	1 @ 800.	4,000.00
School Committee (5)			500.00
Cemetery Commissioners (3)			75.00
Water Commissioners (3)			300.00
Board of Health (3)			300.00
Tree Warden			25.00
Police:			
Chief, per wk.			200.08
Sergeants (2) per wk.			$157.09-165.36
Patrolmen (4)		2 @ 135.65	2 @ 142.79
Reserves, per hr.			2.66
Fire:			
Full time			
Chief, per wk.			200.08
Capt. per wk.			165.36
Priavtes, per wk.			135.65-142.79
Call men			
Deputy Chief, Per yr.			500.00
Capt. Per yr.			300.00
Lieutenants (5) per yr.			250.00
Privates (30) per yr.			200.00
Clerk			50.00
Water:			
Supt., per wk.			200.08
Labor, per hr.			2.12-2.57-2.99-3.31-3.51
Library:			
Librarian, per wk.			142.79
Asst. Librarian, per wk.			117.87
Library Assts., per hr.			2.01-2.12

Highway:	
Supt., per wk.	200.08
Heavy Equip. Operators, per hr.	3.51-3.66
Drivers, per hr.	2.65-2.82
Cemetery:	
Supt., per wk.	150.32
Labor, per hr.	2.12-2.27-2.41
Veterans Agent, per yr.	2,000.00
Dog Officer, per yr.	400.00
Inspector of Animals, per yr.	150.00
Insect & Pest Control Supt., pe rhr.	2.99
Town Accountant, per wk,	82.95
Tree Warden:	
Labor, per hr.	2.27
Dump Custodian, per hr.	2.12
Custodians, per yr.	
Town Hall	1,000.00
Library	1,080.00
Fayville Hall	800.00
Clerical, per hr.	
Selectmen, Clerk (per wk.)	135.65
Assistants	2.44-2.57
Assessors	2.25-2.57
Planning	2.18
Personnel	2.57
Town Clerk	2.18
Board of Appeals	2.31
Civilian Defense	1.94
Water	2.57
Collector	2.23-2.57
Veterans Agent	2.12
Accounting	2.44

SCHEDULE OF INSURANCE

POLICY	COVERAGE	PREMIUM
Automobile (Comprehensive, Fire Theft & Collision)	$25,000 Bodily Injury ea. Person 100,000 Bodily Injury ea. Accident 5,000 Property Damage Ea. Accident Actual Cash Value Collision ($50. Ded.) Actual Cash Value Fire ($50. Ded.) 5,000 Bodily Injury Uninsured Motorist ea. Person 10,000 Bodily Injury Uninsured Motorist ea. Accident	$5,381.93
Workmens Compensation	Various Town Employees According to Occupation	$5,252.00
Steam Boilrs (3 years)	50,000 Ea. Acident	727.00
Police (3) years)	1,000 Medical Expnse (up to $1,000.) 5,000 Death Benefit 50 Weekly Indemnity	388.75
Firemen	Same Coverage as Police	358.75
General (Town Bldgs.) & Auto Liability	25,000 Ea. Person 50,000 Ea. Accident 50,000 Aggregate	
Fire, Town Buildings & Contents ($2,321,584. Valuation)	Fire, Extended Coverage & Vandalism ($100. Ded.)	5,539.00
Money & Securities Loss	4,000 Inside. 2,000. Outside. 1250 Safe Robbery	

TRUST FUNDS

December 31, 1969

Cash and Securities	$226,637.46	Francena E. Buck Charity Fund	$11,216.87
		John L. Bacon Fund	10,000.00
		Henry K. Winchester Fund	6,947.21
		Ruth Harrington Welfare Fund	5,000.00
		Clarissa Clapp Charity Fund	1,000.00
		Francena E. Buck Library Fund	8,156.44
		Fay Lirary Fund	1,660.68
		Mary E. Fay Library Fund	6,000.00
		Cemetery Trust Fund	69,806.61
		Frank G. Newell Cemetery Fund	36,322.30
		Lucretia Brigham Fund	1,000.00
		Jonathan G. Eames Fund	479.06
		Billings Glidden Fund	1,000.00
		Wilson Fund	1,000.00
		Francena E. Buck General Fund	4,222.87
		Emmy Lou Priest Library Fund	57.68
		Stabilization Fund	62,767.74
	$226,637.46		226,637.46

REPORT of the SOUTHBOROUGH SCHOOL STUDY COMMITTEE

December 31, 1969

The state of Southborough's school plant as of Jan. 1, 1970 contains both elements of encouragement and concern for the taxpayer. On the positive side, this Committee is pleased to report satisfactory progress in the construction of the Margaret Neary School. Work is presently ahead of schedule. Conservative estimates indicate completion on or before May 1. Two change orders have ben authorized which increase the general contract sum from $1,686,240 to $1,689,268. This is not a significant increase in cost and is well within the limits of the Committee's original estimates. No requests for additional appropriations are anticipated.

On the negative side, the rate of student population growth continues to accelerate. Activity by home builders and developers is evident in every part of the Town. This seriously detracts from the Town's efforts to provide adequate school facilities. The student population in grades 1-8 stood at 1116 in Oct. 1969. This represents an increase of 99 over the 1017 pupil enrollment in Oct. 1968. This 10% increase suggests a rapidly accelerating growth rate. An estimate of 1220 grade 1 thru 8 students plus 130 kindergarten students on Oct. 1, 1970 is not unrealistic. All available rooms including two sub-standard units at South Union, but excluding the Peters School will be filled by Oct. 1, 1972. The Peters School would, if it continues to be used as a school facility, be filled by Oct. 1, 1973.

It should be noted that the possible use of Peters School for police and/or town offices is presently being considered. This Committee directs attention to the fact that State monies pay for at least 40% of all new school space, but that

no state aid is available for the construction of municipal facilities. Thus, additions to the Town's total of public building space, when made in the form of schools, cost little more than one half of the monies required for additions made in the form of other building types. We recommend that use of the Peters building as a school be terminated only if it's new use is one for which the Town would otherwise, of necessity be obliged to purchase land and construct a building. Peter's should not be used for the casual expansion and comfort of Town departments for which building programs are not anticipated. This building, when considered in light of the population growth rates mentioned above, should be used in such manner as to minimize impact on the tax rate.

The Committee also directs attention to a crisis which may occur at Woodward School in 1973. This school, as of Sept. 1970 will become a "middle school," and will house grades 6, 7 and 8. 447 children in the present grades 2, 3 and 4 will comprise grades 6, 7 and 8 in 1973. A 5% increase in the size of these classes durnig each of these four years would bring their total at that time to aproximately 550. Woodwards theoretical maximum capacity is 450. Overcrowding such as would become necessary, if it could ondeed be accomplished, would force a retraction of the progressive "middle school" educational concept, and seriously reduce the quality of instruction offered.

Such are the problems facing the Town's school system. Complete solutions or remedies are elusive and can not be proposed at this time. The Committee would, however, tentatively recommend the following:

1. That the Town retain at least $45,000 in available funds which could, if necessary be voted at a special town meeting perhaps in Sept. 1970 for architectural and planning fees.

2. That either an addition to the Finn School or construction of a new middle school plant be considered for completion not later than Sept. 1973.

A final decision on the alternatives in item 2 can more intelligently be achieved after the disposition of Peters School is decided and the amount of new home construction during the summer of 1970 is evident.

Respectfully submitted,

HERBERT L. COBB, Chairman
ELTIE KISER, Secretary
PETER ASPESI
HARVEY D. BIGELOW
KENT M. BROWN
JANICE FLETCHER
DR. RICHARD A. HALLISEY
EDWARD LAMBERT
ROBERT L. WILLIAMS

ANNUAL REPORT

of the

SCHOOL DEPARTMENT

TOWN of SOUTHBOROUGH, MASS.

for the

Year Ending December 31, 1969

The Hoyle Press, 9 May St., Worcester, Mass. 01610

SCHOOL DEPARTMENT PERSONNEL

The School Committee

Mrs. Janice A. Fletcher, Chairman	Term expires 1971
Mr. Robert M. Williams, Secretary	Term expires 1970
Mr. Harvey D. Bigelow	Term expires 1972
Mr. Herbert L. Cobb	Term expires 1970
Dr. Richard A. Hallisey	Term expires 1970

Superintendent of Schools

Mr. Herbert C. Geele, M.Ed., C.A.G.S.

Business Manager	Mr. Richard F. Tilbert
Secretary to Superintendent	Mrs. Elizabeth J. Dahlin
Financial Secretary	Mrs. Helen P. Kaminski
Payroll Secretary	Mrs. Dorothy M. Donnelly
School Nurse	Mrs. Sophie S. Coleman, R.N.
School Physician	Timithy P. Stone, M.D.

Business Office: Algonquin Regional High School
Bartlett Street
Northborough, Mass. 01532

Office Hous: 8:30 A.M. to 4:30 P.M.

Telephones: Northborough 393-2478, 393-2188
Southborough 485-7949

Report of the
SOUTHBOROUGH SCHOOL COMMITTEE

To the Citizens of Southborough:

Once again it is our privilege to submit a report on the progress of our schools. It is our belief that we, in Southborough, are continuing to make significant gains in the improvement of our schools.

This report is an attempt to inform the citizens how its schools are meeting the needs of our youth. No report can be all inclusive, and this one does not attempt to be. It is, however, an attempt to highlight some of the significant happenings in our educational picture this year.

We are engaged in a period of change in our elementary schools. This change is reflected both in physical facilities and in the development of new avenues of curriculum.

NEW SCHOOLS

We would first comment on the change in physical facilities. Next September the Margaret A. Neary Elementary School on Deerfoot Road will be opened. This 24-room school will accommodate children in Grades K through 5. This school also has classrooms for the special class student which we will be utilizing in September, 1971. Construction is progressing on schedule, and some of the outdoor recreational facilities will be used in the winter months.

MIDDLE SCHOOL

The major curriculum changes concern two areas — the Middle School and the establishment of Kindergarten.

Beginning next September the A. S. Woodward School will be used for Grades 6-7-8 and will be known as the Middle School. This type of school should have as its major objec-

tive the development of a program designed to meet the needs, interests, and problems of the pre- and early adolescent.

These children have particular needs which are not being met satisfactorily in existing "Junior High School" programs. The method of teaching this age group is being reorganized by taking the best patterns from elementary and junior high school and incorporating them with a team teaching approach in what we refer to as the Middle School.

KINDERGARTEN

Since the facilities and equipment will be ready in the Margaret A. Neary School next September, the School Committee has voted to establish Kindergarten in our school system.

We believe that Kindergarten is an integral part of the total educational program and should be made available to all children in Southborough.

In our opinion Kindergarten is the best preparation for the big step in first grade — that of learning to read. So our Kindergarten program will be primarily a readiness program. By this we mean that the child should have an activity or "getting ready" year, but this should be a highly successful one for the child. Therefore, our program will be geared to prepare the whole child for the experience to come in the first grade—that of learning to read.

SCHOOL BUDGET

One question is asked us repeatedly by the taxpayer:

Why are our school costs so high?

The surface answer would seem to be salaries. Approximately 80 per cent of the school budget is consumed by the personnel working in our schools (teachers, administrators, clerks, custodians, etc.). The other 20 per cent is absorbed by Supplies, Maintenance, Transportation, Libraries, Guidance, Health Services, Programs with Other Systems, etc.

The other factor would be inflation, and this is a national problem beyond the control of the local community.

At the time of this report we are still engaged in teacher negotiations, required by law, and therefore have no complete budget statistics available. The School Committee has tried its best to be fair to both the taxpayer and the teachers.

As long as our economy continues in an inflationary period (and salaries must be negotiated that reflect this trend), no community, anywhere, can hold the line as far as the school budget is concerned.

The Committee wishes to acknowledge the retirement of Roger K. Poole, Superintendent of Schools, and George W. Coleman, School Committeeman, and thank them for their many years of dedicated service to the Southborough Public Schools.

The School Committee also thanks the entire staff for their continued efforts in behalf of the school system and all the Town Boards and Officials for their cooperation with the Public Schools.

In closing the School Committee thanks you, the taxpayer, for your financial sacrifices to make possible the high quality of education in Southborough.

Respectfully submitted,

JANICE A. FLETCHER, Chmn.
ROBERT M. WILLIAMS, Sec.
HARVEY D. BIGELOW
HERBERT L. COBB
DR. RICHARD A. HALLISSEY

Report of the Superintendent of Schools

It is my privilege to submit herein my first report as Superintendent of Schools. I have included matters that I hope will be of general interest to all of the citizenry interested in the advancement of education in your public schools.

In the fall of 1970 the Margaret A. Neary Elementary School will be ready for occupancy. This twenty-four room facility will house children in kindergarten through grade five in its first year. This fine school plant with its large-group teaching center, its centrally located multimedia center, and its classroom arrangements truly reflects large and small group instructional space so conducive to our team teaching programs.

The major emphasis during this school year has been the planning for the middle school, grades six, seven and eight, at the Wodward School. All elementary children, kindergarten through fifth grade, will be housed in the Mary E. Finn and Margaret A. Neary Schools.

From the beginning, we have felt very strongly that the middle school program should be designed to assist pupils in becoming creative, responsible, and productive students so that these experiences be incorporated in later school experiences and eventually into adult life patterns. The long range emphasis on creativity would be in the hope that the students would transfer his-problem-solving ability to his vocational, avocational, and life experiences as an adult.

We hope that the student would come to the relaization that learning is primarily an individual matter and the "attainment of learning" is a result of an individual's own initiative and the assumption of the responsibility for that learning.

We will also strive to develop in the students the need for acquiring and developing skills and abilities, attitudes and values, which contribute to the development of a wholesome and positive view of himself as a learner, as a person, and as a citizen.

In arriving at a program of the type that we envision, the following needs are being carefully considered: develop achievement, motivation and intellectual interests . . . satisfy natural curiosity . . . engage in a curriculum commensurate with children's abilities . . . gain content mastery based on accomplishments and/or achievements, and confidence drived through mastery . . . understand learning goals in terms of developing competency . . . be engaged in worthwhile activities . . . understand his progress or the lack of it . . . develop the ability to learn from failure . . . develop and maintain a positive image of self . . . develop personal responsibility . . . develop a sense of control over certain environmental conditions . . . understand school and its logical coherents . . . understand his own "growing up" . . . have recreation in uncomplicated forms . . . be friendly and accept his peers and teachers, and feel accepted by them . . . develop leadership potential and self-assurance.

The need to develop certain competencies and attitudes in teachers must also be recognized. Some of these are as follows: a skillful diagnostician . . . a skillful observer of pupils . . . thorough understanding of the structure of his teaching discipline . . . an operational understanding of individualized instruction . . . a loud and clear voice in program planning, and the determination of learning conditions . . . a clear perception of the vertical dimensions of the middle school program . . . engage in productive group-decision making . . . have time during the school day for planning, tutorial work, and evaluating.

As we have said before, in order to develop the type of program that we envision for the middle school, teachers will be organized into teaching teams throughout the school.

These teams will be comprised of teachers within specific academic areas, and their responsibility will be to plan cooperatively and provide for vertical progression of youngsters through the middle school program within their particular area. Inter-disciplinary meetings will be held periodically to identify important characteristics about pupils that can be translated into the appropriate classroom curriculum studies. Information about a pupil's behavior in one area should be communicated to teachers who will have this pupil in other areas.

Students must be actively involved in learning procedures. This involvement implies heavy emphasis in laboratory experiences for students. This not only for the subjects traditionally associated with the lab approach, but also in areas such as language arts and social studies. Scheduling must be structured to allow for independent study for some, for large group instruction for many, and for remedial instruction for others. The emphasis on intramural sports, clubs, and so forth requires organization also. However, the organization should be loosely structured as it attempts to fulfill the needs of the students.

In preparation for the middle school program, certain types of experimentation are already in operation at the Woodward School:

1. A very active curriculum development committee which is incorporating new and exciting ideas and materials that attempt to capture the spirit of the emerging middle school philosophy;

2. Software and individualized materials are being incorporated into classroom use. Some examples of these are paperbacks, reading kits (which include multilevel books), filmstrips, records, and a variety of supplementary workbooks and skill texts;

3. A schedule structure that allows some flexibility so that pupils can be grouped more adequately in relation to their physical, social and emotional aca-

demic needs. The schedule affords the opportunity for classes to be both ability and non-ability grouped;

4. An opportunity for students to choose an elective subject. This is directly concerned with helping to develop a positive self-concept by getting students actively engaged in making decisions. Through the student becoming part of the process of selection, hopefully they will gain a sense of motivation and commitment. Coupled with motivation and commitment is the fact that the electives are success-oriented;

5. An organizational structure that allows for and encourages teachers to work together as teams. Teams for the very important planning sessions prior to instruction for the classroom instruction itself, and for the evaluation of pupil progress and effectiveness of the entire instructional procedure;

6. Varying the size and composition of classes on a day-to-day basis has made its beginnings this year. This type of flexibility and grouping will prove to be an extremely effective tool.

The educational staff's involvement with the planning and implementing of the middle school is not intended to be a crash program, but rather a continual process of evaluation and implementation of sound educational ideas. Thus the changeover to the middle school philosophy and curriculum will be gradual, and an on-going process involving communication, sharing of ideas, and support among educators, parents, and school committee.

The Southborough School Committee on November 19, 1969 voted to incorporate kindergartens into the Town public school system. We anticipate six classes of children to be taught by three teachers on the customary half-day basis. Two rooms will probably be used in the Margaret A. Neary School and one room in the Mary E. Finn School.

Very briefly, kindergarten programs, properly oriented to the needs of children of this age, attempt to provide an education which is not only appropriate to his stage of development but immediately satisfying, and will help him build a good foundation for the years ahead. In such an education the child will develop all his powers — physical, emotional, mental and social. We are interested in discovering the traits and abilities of each child and in helping each child make the most of his potentialities.

It is the aim of the kindergarten program to provide each child with certain opportunities:

1. To develop a social situation where his readiness can be appraised before he faces the challenge of first grade;
2. To provide a wide variety of experiences adapted to his developmental needs;
3. To build a broad foundation of understandings;
4. To experience the satisfaction of success and be a part of social situations where he can feel needed and wanted;
5. To be in situations where he can become increasingly aware of the relationship between freedom and responsibility—self-discipline;
6. Help him become more and more perceptive through problem-solving situations;
7. Provide the many experiences that will help him "grow into reading."

I hope that the citizens of Southborough will support the School Committee's decision to establish kindergartens in order that these important educational experiences be available to all children of this age group. Kindergartens are so important in a child's total education.

Our team teaching programs have been expanded within the school system. These programs have been greatly

assisted by two teacher aides which has allowed teachers to do more actual teaching. We feel very strongly that we have attained flexibility in both grouping and instruction which were never possible in the traditional self-contained classrooms.

We are still experimenting with non-graded reading at the intermediate level where instruction is carried on at the individual student's achievement level. A great variety of new instructional materials have been put into use. Continuity is provided through the use of Southborough's curriculum guide for reading. This type of reorganization lends itself very readily to our team teaching programs. Our remedial reading people have been of great assistance. In all probability this program will be expanded when the new Margaret A. Neary School is opened in the fall.

In conclusion, I would like to thank the School Committee for their understanding and fine support, the teachers for their willing response to new leadership, and the principals for their loyalty and professional assistance.

HERBERT C. GEELE
Superintendent of Schools

Faculty of Southborough Schools

ALBERT S WOODWARD SCHOOL

Mr. Robert M. Rosenblatt, B.S.Ed., Bridgewater S.C., M.Ed., Boston University	Principal
Mr. Paul T. Doherty, B.S., Univ. of Mass., M.S., Univ. of Wisconsin	Asst. Principal
Mrs. Susan A. Austin, B.S. Bus. Adm., Northwestern Univ., M.Ed., Framingham S.C.	Grade 2
Mrs. Joanne C. Gaynor, B.S. Ed., Framingham S.C.	Grade 2
Mrs. Jane B. Gorman, B.A., Univ. of Mass.	Grade 2
Miss Ruth Ann Dickerman, B.S.Ed., Springfield Coll.	Grade 4
Miss Marie A. Cahill, B.A., Anna Maria Coll.; M.S.Ed., Worcester S.C.	Grade 4
Mr. Peter A. Langelier, B.S.Ed., Worcester S.C.	Grade 5
Mr. Francis X. Moynihan, B.S.Ed., M.E., Worcester S.C.	Grade 5

Miss Marie E. Delaney, B.S.Ed., Ed.M., Worcester S.C.	Grade 6
Miss Janice A. Silva, B.A., Anna Maria Coll.; M.Ed., Worcester S.C.	Grade 6
Mrs. Arlene Bowman, A.B., Boston State Teachers Coll.	English
Mrs. Helen A. Gibbons, B.S.Ed., Lowell S.C.; M.Ed., Rivier Coll.	English
Mrs. Rita E. Pervier, A.B., Emmanuel Coll.; M.A., Boston University	English
Mrs. Mary J. Nowasacki, B.A., Southern Illinois Univ.	English and Social Studies
Mr. Jameson D. MacFarland, B.A., Clark Univ.	Social Studies
Mr. Paul T. Doherty, B.S., Univ. of Mass.; M.S., Univ. of Wisconsin	Science
Mr. William R. Mahoney, B.S., Mass. Maritime Academy	Math-Science
Mr. Thomas J. McGinn, Jr., B.S. College of the Holy Cross; Worcester PolyTechnical Institute	Math-Science
Mrs. Joan A. Papazian, A.A., Lasll Junior Coll.; A.B., Clark Univ.	Math-Science

MARY E. FINN SCHOOL

Mr. Peter B. Trottier, B.S.Ed., Worcester S.C.; M.Ed., Fitchburg S.C.	Principal
Mrs. Genevieve T. Feindel, B.S.Ed., Framingham S.C.	Grade 1
Miss Karen E. Chalmers, B.S.Ed., Framingham S.C.	Grade 1
Miss Martha M. Pliska, B.S.Ed., Western Conn. S.C.	Grade 1
Mrs. Ruth F. Brady, B.S.Ed., Framingham S.C.	Grade 2
Mrs. Susanne F. Gird, B.S.Ed., Framingham S.C.	Grade 2
Miss Faye A. Sabatinelli, B.S.Ed., Framingham S.C.; Ed.M., Tufts Univ.	Grade 2
Mrs. Barbara K. Barrows, B.A., Univ. of Mass.; M.Ed., Worcester S.C.	Grade 4
Mrs. Marion W. Doren, B.A., Connecticut Coll.	Grade 4
Mr. Thomas V. Montimurro, B.S.Ed., Worcester S.C.	Grade 5
Mrs. Jeanne E. Carter, B.W.Ed., Worcester S.C.	Grade 5
Mrs. Cecelia A. Lynch, B.A., Anna Maria Coll.; M.Ed., Worcester S.C.,	Grade 6
Mrs. Marliyn J. Shanahan, A.B., Emmanuel Coll.	Grade 6

PETERS SCHOOL

Miss Mary C. Hayes, B.S.Ed., Framingham S.C.	Principal and Grade 1
Mrs. Sylvia I. Oberg, B.S.Ed., Worcester S.C.	Grade 1
Mrs. Susan K. Whittemore, B.B.A., Westminster Coll.	Grade 1
Miss Mary T. Shay, Lesley College	Grade 3
Miss Elna D. Headberg, B.S.Ed., Framingham S.C.; M.Ed., Worcester S.C.	Grade 3

SOUTH UNION SCHOOL

Mr. Peter B. Trottier	Principal
Mrs. Mary E. Brown, B.S., Boston College	Grade 3
Mrs. Bessie M. Hersey, Aroostock State Normal School	Grade 3
Mrs. Christine E. Thompson, B.S.Ed., Framingham S.C.	Grade 3
Mrs. Elln L. Norton, B.A., Newark S.C.	Grade 4
Miss Katharine L. Bedard, A.B., Anna Maria Coll.; M.Ed., Worcester S.C.	Grade 4
Mr. James M. Burke, A.A., Worcester Junior Coll.; B.A., American International College.	Grade 6

SPECIAL SUBJECT TEACHERS

Mrs. Beverly J. Dodd, B.F.A., Mass. Coll. of Art	Art-Elem.
Miss Maria A. Gatti (Part Time) B.A., Emmanuel Coll.	Art.-Jr.
Mr. Hubert H. Bower, B.S., Boston University	Music-Elem.
Mr. William C. Meehan (Part Time) B.M., Boston Univ., M.Ed., Boston State College.	Music-Jr. High
Mrs. Marian F. Hopkins, B.S., Boston-Bouve School, Tufts University	Phys. Ed
Mrs. Elizabeth E. Cantwell, B.S.Ed., Plymouth S.C.	Phys. Ed.
Mr. Richard J. Walsh, B.S., M.Ed., Boston University	Phys. Ed.
Mrs. Edith H. Soodak, B.A., Brooklyn College; M.Ed., Framingham S.C.	Rem. Reading
Mrs. Meredith F. Richardson, B.A., Univ. of Mass.	Rem. Reading
Mrs. Priscilla Y. Larose, B.S., Univ. of Main	Home Economics
Mrs. Ruth B. Borofsky, R.N., Beth Israel Hospital; B.S., Simmons College; M.S., Boston Univ. School of Nursing; Boston University	Adjustment Counsellor
Mrs. Nancy M. Durkee, B.S., Univ. of North Carolina; M.Ed., Boston University	Guidance Counsellor
Mrs. Barbara A. Schoell, (Part Time) B.S.Ed., D'Youville College, Buffalo; M.Ed., Univ. of Buffalo	Speech Therapist
Mrs. Marguerite A. Mahler, (Part Time) A.B., Anna Maria College; M.A.T., Assumption College	French

School Secretaries

Mrs. Frances E. H. Rabeni	A. S. Woodward and Peters Schools
Mrs. Jeanne O. Davis	Mary E. Finn and South Union Schools
Mrs. Eltie G. Kiser, Library Aide	A. S. Woodward School
Mrs. Loretta Field, Teachers Aide	A. S. Woodward School
Mrs. June F. Whittle, Teacher Aide	Mary E. Finn School

Cafeteria Managers

Mrs. Beatrice Johnson	A. S. Wodward School
Mrs. Stelia Jackman	South Union School
Mrs. Arlene Williams	Mary E. Finn School

Custodial Staff

Mr. Henry J. Delarda	South Union School
Mr. Herbert Henderson	A. S. Woodward School
Mr. Joseph Levins	A. S. Woodward School
Mr. Francis Taylor, Chief Custodian	A. S. Woodward School & Peters School
Mr. Edward W. Maynard	Mary E. Finn School

Attendance Officer

Francis J. Mattioli

"NO SCHOOL" SIGNALS

"No School" announcements will be given over the following radio stations between 6:30 a.m. and 7:00 a.m.:

WSRO — Marlborough — 1470 KC

WKOX — Framingham — 1190 KC

WTAG — Worcester — 580 KC

School Financial Statement

For the Year Ending December 31, 1969

SCHOOL ACCOUNT

Appropriation		$641,118.05
Expenditures:		
Administration:		
School Committee	$214.91	
Superintendent's Office	17,034.06	
Instruction:		
Supervision (curriculum coordinators)	2,039.92	
Principals Office	32,551.66	
Teaching (including salaries and educational supplies)	435,702.94	
Textbook Program	6,521.21	
Library Services	5,812.61	
Audio-Visual Program	1,896.64	
Guidance Services	9,436.39	
Psychological services	1,548.50	
Educational Television	673.00	
Other School Services:		
Adjustments Counsellor and Attendance Officer	10,612.63	
Health Services	7,570.73	
Cafeteria Operating Funds	564.00	
Student Body Athletics	2,598.86	
Pupil Transportation:		
To Schools within Town	30,216.65	
Other than to and from School	1,548.75	

Operation and Maintenance of Plant:		
Custodial Services (salaries and supplies)	29,565.80	
Heating Buildings	8,378.27	
Utilities (electricity, gas, water and telephone)	13,082.39	
Maintenance of Plant:		
Maintenance of Grounds	$1,456.66	
Maintenance of Buildings	8,021.58	
Maintenance of Equipment	1,283.00	
Replacement of Equipment	1,074.38	
Acquisition of Fixed Assets:		
Acquisition of New Equipment	2,212.40	
Programs with Other Systems:		
Programs with Other Systems in Mass.	8,860.85	
Total Expenditures	$640,478.79	
Unexpended Balance	639.26	
		$641,118.05

VOCATIONAL EDUCATION ACCOUNT

Appropriation	$7,300.00	
Total Receipts		$7,300.00
Expenditures:		
Transportation	$685.47	
Tuition	4,377.22	
Total Expenditures	$5,062.69	
Unexpended Balance	2,237.31	
Total		$7,300.00

SCHOOL LUNCH ACCOUNT
(All Schools Combined)

Receipts:		
Balance from 1968	$1,651.03	
Lunchroom Receipts and State Aid	50,518.92	
Total Receipts		$52,169.95
Expenditures:		
Total Expenditures	$51,613.60	
Balance to 1970	556.35	$52,169.95

PUBLIC LAW NO. 89-10, TITLE I

Receipts:		
Balance from 1968	$1,802.10	
Received in 1969	3,874.00	
Total Receipts		$5,676.10
Expenditures:		
Total Expenditures	$3,853.17	
Unexpended Balance	1,822.93	
Total		$5,676.10

PUBLIC LAW NO. 864, NDEA TITLE III

Receipts:	
Balance from 1968	$753.54
Expenditures:	
Total Expenditures	$753.54

PUBLIC LAW NO. 864, NDEA TITLE V

Receipts:		
Check received 1969		$988.00
Expenditures:		
Total Expenses 1969		
Unexpended Balance	$988.00	
Total		$988.00

PUBLIC LAW NO. 874

Receipts:		
Balance from 1968	$5,535.00	
Received in 1969	5,894.00	
Total Receipts		$11,429.00
Expenditures:		
Total Expenditures	$5,535,00	
Unexpended Balance	5,894.00	
		$11,429.00

ENROLLMENT BY GRADES
October 1, 1969

	1	2	3	4	5	6	7	8	Total
Finn School	80	82		49	59	51			321
Peters School	82		56						138
South Union School			77	49		20			146
Woodward School		82		52	62	54	133	128	511
Special Classes: 10 (Town of Northboro									10*
Totals	162	164	133	150	121	125	133	128	1126

*Not enrolled by grades

REGISTRATION OF MINORS

	5-7 Years	7-16 Years	Total
Boys	157	649	806
Girls	141	570	711
Total	298	1219	1517
Not Enrolled in Public Schools	167	1129	1296
In Vocational Schools	0	0	0
In Private Schools	1	82	83
In State and County Institutions and Special Schools	3	7	10
Not Enrolled in Any School	127	1	128
Total	298	1219	1517

NORTHBORO and SOUTHBORO PUBLIC SCHOOLS

1969-1970 SCHOOL CALENDAR

School opens September 3, 1969

Month	Session Days	Days Not in Session
September	20	None
October	22	October 13, Columbus Day
November	16	November 7, Teachers Convention November 11, Veterans Day November 26, close at noon for November 27 & 23, Thanksgiving Recess
December	17	December 23, close at end of school day for December 24-31, Christmas Vacation
January	20	January 1 and 2, New Year's
February	15	February 14-22, Winter Vacation
March	21	March 27, Good Friday
April	17	April 18-26, Spring Vacation
May	20	May 25, Memorial Day
June	17	School closes at noon on June 23, 1970

1970-1971 SCHOOL CALENDAR

School opens September 9, 1970

Month	Session Days	Days Not in Session
September	16	None
October	21	October 12, Columbus Day
November	17	November 6, Teachers Convention November 11, Veterans Day November 25, close at noon for November 26 & 27, Thanksgiving Recess
December	17	December 23, close at end of school day for December 24-31, Christmas Vacation
January	20	January 1-4, New Year's
February	15	February 18-21, Winter Vacation
March	23	None
April	16	April 9, Good Friday April 17-25, Spring Vacation
May	20	May 31, Memorial Day
June	20	School closes at noon on June 28, 1971

Report of the
ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL DISTRICT

Your committee recognizes the pressing need for increased vocational educational training for the youth of this district and has been methodically preparing for the eventual construction of a 1500 pupil regional vocational school.

Many of the details that have to be considered carefully when one plans a facility of this magnitude have been covered and acted upon by the committee during 1969. We are now nearing the point in the planning phase when our preparatory detail work is starting to make itself apparent. We expect the physical aspects of the planning to progress much more rapidly during the coming year.

Early in 1969, Mr. Albert Mlawsky was hired as the Superintendent-Director of the district by unanimous vote of the seven-member committee. Mr. Mlawsky, a former Supervisor and Vocational Curriculum expert for the New York City Board of Education, started working for the district in March of 1969 and since his appearance on the scene the work pace has been stepped up considerably.

The Educational Specifications have been completed by the Superintendent-Director and are presently under consideration by the State Department of Education, Division of Vocational Education. Based on various professional opinions, these educational specifications are considered to be excellent and approval is expected.

The Ed Specs have already been turned over to our architect, Alderman and MacNeish of Springfield, Mass. This firm is presently working on the preliminary drawings. During the next seven or eight months, the committee, Mr.

Mlawsky, various consultants and the architects will be studying, revising and improving the plans for the school. This procedure will provide the most functional type edifice possible within a reasonable price range that will not overburden the taxpayer.

The target for the completion of the plans is September, 1970, at which time the final funds for construction will have to be approved by the communities. With another positive response from the voters of the district it is possible that ground will be broken in the fall of 1970.

The site for the school has been selected and received initial approval from appropriate state agencies. As publicized earlier, the site is approximately 90 acres of land in Marlboro, between Bolton Street (Route 85) and Fitchburg Street, bordering the Hudson Town Line. The committee, after much research, selected this site because of its proximity to the geographical and population centers of the entire district. The site has good access for school buses along Route 85 and eventually Routes 290 and 495.

During the past year Guerard Survey Co., of Westboro, has completed a thorough topographical and property line survey. Test borings and percolation tests have also been performed and the results have been approved by the State Board of Health. The land was apraised by Daniel R. Riordan Associates of Worcester and eminent domain proceedings to take the land will begin in January 1970.

Last September the committee voted to borrow $575,000.00 in order to pay for the appraised value of the land ($120,000.00) along with architectural fees, legal fees and site preparation expenses. This planning cost met with the unanimous approval of the district as a result of action by City Council, Selectmen and Town Meetings.

In conjunction with the planning aspects of the project, the School Committee upon recommendation of the Superintendent is appointing Advisory Councils. These committees, composed of key employees working in industry throughout

the region will act as advisors to the superintendent relative to curriculum, equipment purchases and industrial needs. Their influence would help the superintendent in preparing the educational program so that the graduates of this school will be better prepared for their transition into the labor market.

The committee has studietd the labor market and industrial needs within commuting distance, and has decided on the following twenty course offerings:

Auto Body Repair	Electronics
Auto Mechanics	Food Trades
Carpentry	Graphic Arts
Commercial Art & Design	Health Services Assistant
Cosmetology	Homemaking and Child Care
Data Processing	Machine Shop
Dental Assistant	Maintenance Mechanic
Distributive Education	Painting and Decorating
Drafting	Practical Nursing
Electrical Wiring	Sheet Metal and Metal Fab.

We feel that these twenty areas will best serve the students and our region. The school will be designed, however, with maximum flexibility and as new industrial needs are created and others phased out, we will be able to alter our curriculum in order to accomodate these expected changes.

In closing we would like to sincerely thank the City Council of Marlborough, the Selectmen and Finance Committees and other town officials of the district for the support and cooperation that all have extended to this regional endeavor. But most of all we are grateful to the voters and taxpayers of the region, who already under a heavy tax burden, have seen fit to financially support this project.

All of us recognize the tremendous vocational needs of the youth of the region and the educational potential that the regional vocational school offers to students of all ages. We also recognize that the regional vocational school will be

an economic asset to an industrially oriented area and that the future industrial growth will provide the entire district with increased employment opportunities.

Respectfully submitted,

HERBERT L. COBB, Chairman
Southborough

REINELDE M. POOLE, Sec.
Marlborough

ROBERT E. KINGSBURY
Maynard

RUTH L. HARPIN
Westborough

PAUL F. HESTER, Vice Chmn.
Hudson

DEAN A. GOODWIN
Berlin

JOHN C. BYRNES
Northborough

ACT — SERVE YOUR COMMUNITY

Town Government needs citizens who are willing to give their time in the service of their community. The Town of Southborough depends on dedicated volunteers to serve on boards and committees.

If you are interested in participating in your town government on a volunteer basis, return the following form indicating your preference.

(tear here)

Name ..... Tel. No. .....

Address ..... Prec. No. .....

Occupation .....

Town Finance	☐
Land Acquisition Committee	☐
Tree Planting Committee	☐
Historic Districts Committee	☐
Recreation (specify type)	☐
Planning and Zoning	☐
Construction Committees	☐
Youth Activity	☐
Other	☐

Return to:

c/o Board of Selectmen
Town Hall
Southborough, Massachusetts

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REPORT OF

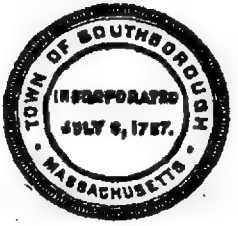
ADVISORY COMMITTEE

and

1969 TOWN WARRANT

AND RECOMMENDATIONS

Southborough, Massachusetts



ANNUAL TOWN MEETING, MARCH 10, 1969

Bring This Report to Town Meeting for Reference

The Hoyle Press, 9 May St., Worcester, Mass. 01610

	Consolidated Budget 1969		Average Expenditures 1967 and 1968	
General Government	$108,592	(6.3 %)	$85,685	(6.4 %)
Public Safety	168,658	(9.73%)	129,416	(9.7 %)
Health	25,206	(1.45%)	17,708	(1.3 %)
Highways	58,039	(3.33%)	48,451	(3.64%)
Public Assistance	0	(0.00%)	24,349	(1.82%)
Veterans Services	17,852	(1.02%)	16,504	(1.24%)
Education	1,027,761	(59.2 %)	761.804	(57.4 %)
Library	22,912	(1.3 %)	19,043	(1.43%)
Public Services	91,489	(5.26%)	64,502	(4.85%)
Recreation, etc.	10,940	(.61%)	6,183	(.46%)
Maturing Debt & Interest	186,633	(10.79%)	139,004	(10.4 %)
Cemetery	17,590	(1.01%)	18,084	(1.36%)
Total	$1,735,672	(100.00%)	$1,330,733	(100.00%)

Consolidated recommended budget figures as proposed in Article 11 of the Warrant. These are the amounts under the "A" recommendation. If the Town accepts the Salary Scale Adjustments proposed by the Personnel Board the budget total will increase $12,950.45. Percentages will not change noticeably. These would be the amounts under the "B" recommendation.

NOTE: Any expenditures authorized by votes on Warrant Articles other than No. 11 are NOT included above.

REPORT of the ADVISORY COMMITTTEE
1969

Due to the proposed increase in wages for Town employees, you will note that an "A" and "B" budget has been submitted. The "A" budget covers the operation of the Town without increase in wages. The "B" budget is the cost of operations using the proposed wage scale.

The "B" budget is recommended by the Advisory Committee to keep our people up to date with comparable jobs in other towns in our area and private employment.

School employee wages have been negotiated and approved by the School Committee. The teachers salaries were negotiated for Algonjuin Regional High School, and the Southboro School teachers were put on the same salary schedule as Algonquin teachers for the first time.

If voted favorably, the "B" budget will be $239,553 higher than the 1968 budget or 16.5%.

We no longer have a budget item for "Welfare". This has been taken over by the State. The cost of welfare will be apparent in the reduction in State aid to be received by the Town.

The Police and Fire Dept. budgets have increased due to the full time personnel voted for at the last Town meeting.

The Southboro Schools budget increased by $108,728 or 20.5%. This is due to salaries increased and also a large increase in the cost of plant operation. The Advisory Committee did not approve this budget as submitted. This Committee felt that many reductions could be made in the operation of the schools and made suggestions for reductions amounting to about $25,000 if adopted.

The Algonquin High School budget increased by $305,-008 or 39.5%. This increase is due largely to salary increases and the first impact of payments due for the new addition. Southboro's share of the total has gone up $97,-373 or 35%. It will cost Southboro $1,203 per student attending Algonquin Regional High this year.

Recreation etc. will cost almost $4,000.00 more than in 1968. The addition of personnel and the proposed basket ball court in Fayville Field account for most of the 55% increase.

As you continue through the various articles in the Warrant you will see the recommendations of your Advisory Committee after each article. These recommendations have been made after due consideration and discussion, with an attempt to spend your tax dollars where most needed.

The current movement to reduce government spending must be started at a local level. The cost of running a town is based on what is needed, and what we would like to have.

Your Advisory Committee has tried to make recommendations on the things the town needs. These needs are brought about by the rapid growth of the town. We have now exceeded a population of 5000 and continue to grow.

We have Town boards that are responsible for planning this growth. Only with good planning and control can the town develop and continue to be a good place to live. The needs of the town are going to continue to grow. They can be handled without waste if properly planned for. Again, we suggest a Capital Budget Committee to set up the financing of such things as sewage, rubbish disposal, public buildings, schools, etc.

A Public Works Dept. would save duplication of help and equipment.

A central equipment maintenance department for all Town vehicles should be studied.

A merit pay system for school teachers would stop general salary increases and reward good teachers.

We may even be out growing our present form of government. As the work increases we will need some full time management of the Town departments.

Your Advisory Committee held 23 regular meetings, and 16 special meetings in 1968. We have also held 7 meetings with groups or department heads plus informal discussions many times through the year.

Our present Town government depends on citizen participation at meetings and hearings. Without participation we are not getting what we should have, but only what we deserve.

COME TO THE TOWN MEETING

and HELP RUN YOUR TOWN

Respectfully submitted,

JOSEPH F. CALLAGHAN, Chm.
ULDERIC F. HURLEY, Clerk
WILLIAM A. PESSOLANO
DAVID E. TAYLOR
CHARLES E. WOOD
WILLIAM L. ZOLLI

RESERVE FUND USE—1968

Reserve Fund $20,000.00

To Selectmen

To supplement appropriation by Article 13 of Town Meeting of March 11, 1968 for repair or replacement of Town property or equipment damaged or destroyed by accident, for which a third party is liable and Town will be reimbursed. Appropriation was exhausted immediately following Town Meeting. $1,000.00

To Selectmen

To supplement appropriation by Article 26 of Town Meeting of March 11, 1968 for construction of Highway Dept. building. Due to unavoidable delays in land title clearances and to increases in costs of materials and labor due to delayed bidding,—the intent of the voters being clear by a vote of 288 to 10 for this construction —this transfer was made to avoid additional cost increases which could have been caused by any further delays 5,000.00

To Selectmen

To supplement appropriation by Article 23 of Town Meeting of March 11, 1968 for Highway Equipment Maintenance. The ills of old age are afflicting some of our equipment. An exhausted appropriation in October required help for repair of the tractor to provide limited use. 750.00

To Selectmen

To supplement budget appropriation for Gasoline which was exhausted due to greater than anticipated use of Police vehicles and Fire Dept. equipment requiring use of premium fuels.

To Selectmen

To supplement budget appropriation for the Board of Appeals. Unforeseen legal actions required heavy clerical expense not anticipated. Some of this expeditures is recoverable to the Town. 150.00

To Selectmen

To supplement budget appropriation for the Election and Registration account. Polling hours for two primaries were extended beyond those estimated thus increasing costs. Costs of obtaining street listings and printing of books were much higher than estimated. 750.00

To Selectmen

To supplement budget appropriation for Veterans Services, exhausted by unprecedented demands for veterans benefits, certified after State investigation. About fifty percent of these costs will be recovered. 8,500.00

To School Department

To supplement operating expense budget. Emergency heating system repairs and alterations were required at the South Union School. The School Dept., by deferring other proposed work cared for about three fifths of the cost but required assistance from the Reserve. 2,000.00

To Water Department

To supplement appropriation for purchase of water from the M. D. C. Tremendous increase in use of water—approximately 20 percent— exhausted appropriation before end of the year. 1,000.00

To Town Treasurer

Addressograph equipment, donated to the Town, was placed in use by the Treasurer. This equipment became

available too late to include costs in the regualr budget. Incidental expense was absorbed by the regular budget, however, part time use of an experienced operator exhausted the Salary budget, requiring a transfer from the Reserve Fund. 80.00

Total Used	$19,930.00
Balance	70.00

BUDGET ITEMS (See Warrant Article No. 11)

GENERAL GOVERNMENT

NOTE: Under 1969 Recommendations

Column B will be effecetive only if recommendation of the Personnel Board regarding adjustments of pay schedules, etc. is accepted by the meeting.

Budget Item Number	Expended 1968	Recommended 1969 A	Recommended 1969 B
1. Advisory Committee			
Wages—Clerical	$300.00	$300.00	$300.00
Other Expenses	98.55	110.00	110.00
Avg. Prior 2 yrs.-$298.51	398.55	410.00	410.00
2. Selectmen			
Wages—Clerical	11,063.34	11,368.24	11,895.52
Other Expenses	2,954.84	3,479.60	3,479.60
Avg. Pr. 2 yrs.-$12,692.05	14,018.18	14,847.84	15,375.12
3. Accounting Department			
Wages—Clerical	4,291.11	4,663.93	4,930.47
Other Expenses	259.41	615.00	615.00
Avg. Pr. 2 yrs.-$4,347.12	4,550.02	5,278.93	5,545.47
4. Treasurer			
Wages—Clerical	2,281.28	2,565.00	2,719.00
Other Expenses	1,044.87	1,965.00	1,965.00
Avg. Pr. 2 yrs.-$2,727.00	3,326.15	4,530.00	4,684.00

Budget Item Number	Expended 1968	Recommended 1969 A	Recommended 1969 B
5. Collector			
Wages—Clerical	5,507.66	6,004.00	6,364.00
Other Expenses	2,336.01	2,767.75	2,767.75
Avg. Pr. 2 yrs.-$7,067.61	7,843.67	8,771.75	9,131.75
6. Town Clerk			
Wages—Clerical	1,023.22	963.00	1,002.00
Other Expenses	785.50	1,021.10	1,021.10
Avg. Pr. 2 yrs. $1,575.97	1,808.72	1,984.10	2,023.10
7. Election and Registration			
Wages—Clerical	388.76	447.56	447.56
Wages—Registrars and Clerk	550.00	550.00	550.00
Wages—Election Officials	2,618.05	950.00	950.00
Other Expenses	2,626.18	2,500.00	2,500.00
Avg. Pr. 2 yrs.-$4,636.17	6,182.99	4,447.56	4,447.56
8. Assessors			
Wages—Clerical	4,118.61	4,561.44	4,779.80
Other Expenses	2,927.25	4,723.60	4,723.60
Avg. Pr. 2 yrs.-$6,348.69	7,045.86	9,285.04	9,503.40
9. Legal Department			
Wages	500.00	500.00	500.00
Other Expenses	4,949.60	5,350.00	5,350.00
Avg. Pr. 2 yrs.-$4,924.80	5,449.60	5,850.00	5,850.00
10. Town Hall			
Wages	914.57	1,000.00	1,080.00
Other Expenses	3,548.85	4,835.00	4,835.00
Avg. Pr. 2 yrs.-$4,671.71	4,463.42	5,835.00	5,915.00
11. Planning Board			
Wages—Clerical	232.80	235.00	250.00
Other Expenses	21.85	173.60	713.60
Avg. Pr. 2 yrs.-$237.07	254.65	408.60	423.60

Budget Item Number	Expended 1968	Recommended 1969 A	Recommended 1969 B
12. Board of Appeals			
Wages—Clerical	513.47	1,000.50	1,061.40
Other Expenses	455.68	800.00	800.00
Avg. Pr. 2 yrs.-$605.94	969.15	1,800.50	1,861.40
13. Police Department			
Chief of Police	9,800.70	9,815.52	10,257.00
Wages—Clerical	150.00	150.00	150.00
Wages	37,244.73	48,475.13	50,075.14
Other Expenses	6,733.48	7,808.40	7,808.40
Avg. Pr. 2 yrs.-$47,631.89	53,928.51	66,249.05	68,290.54
14. Fire Department			
Wages—Permanent Men	26,236.42	33,860.54	35,384.47
Wages—Call and Clerical	9,840.97	10,100.00	10,217.00
Other Expenses	17,577.29	12,570.00	12,570.00
Avg. Pr. 2 yrs.-$42,955.25	53,654.68	56,530.54	58,171.47
15. Insect and Disease Control			
Wages	2,195.04	2,177.76	2,340.48
Other Expenses	3,919.25	4,531.00	4,531.00
Avg. Pr. 2 yrs.-$6,274.13	6,114.29	6,708.76	6,871.48
16. Tree Warden			
Wages	5,452.88	5,757.00	6,102.42
Other Expenses	2,717.72	2,580.00	2,580.00
Avg. Pr. 2 yrs.-$7,833.98	8,170.00	8,337.00	8,682.42
17. Cemetery			
Wages	18,109.74	16,314.72	16,646.58
Other Expenses	406.90	1,275.00	1,275.00
Avg. Pr. 2 yrs.-$18,084.21	18,516.64	17,589.72	17,921.58
18. Civil Defense			
Wages	306.24	325.00	325.00
Other Expenses	3,024.98	3,273.00	3,273.00
Avg. Pr. 2 yrs.-$3,226.48	3,331.22	3,598.00	3,598.00

Budget Item Number	Expended 1968	Recommended 1969 A	Recommended 1969 B
19. Board of Health			
Wages	430.00	450.00	450.00
Other Expenses	15,040.74	16,883.00	16,883.00
Avg. Pr. 2 yrs.-$13,271.61	15,470.74	17,333.00	17,333.00
20. Inspector of Animals			
Wages	150.00	150.00	150.00
Other Expenses	18.00	35.00	35.00
Avg. Pr. 2 yrs.-$160.05	168.00	185.00	185.00
21. Street Lights			
Electricity	14,775.25	14,840.00	14,840.00
New Lights	.....	400.00	400.00
Convert Lights	.....	2,000.00	2,000.00
Avg. Pr. 2 yrs.-$14,684.96	14,775.25	17,240.00	17,240.00
22. Highway—Snow Removal			
Wages	9,563.41	11,384.54	12,067.62
Other Expenses	10,740.89	9,950.00	9,950.00
Avg. Pr. 2 yrs.-$19,792.67	20,304.30	21,334.54	22,017.62
23. Highway—Special Maintenance			
Wages	19,781.36	19,344.00	21,468.18
Other Expenses	12,418.73	17,360.00	17,360.00
Avg. Pr. 2 yrs.-$28,658.74	32,200.09	36,704.00	38,828.18
24. Welfare			
Administration	95.32	0	0
Other Expenses	12,603.16	0	0
Avg. Pr. 2 yrs.-$24,349.24	12,698.48	0	0
25. Veterans Services			
Wages	1,820.50	1,931.60	2,822.12
Other Expenses	19,019.59	15,920.00	15,920.00
Avg. Pr. 2 yrs.-$16,503.65	20,840.09	17,851.60	18,792.12

Budget Item Number	Expended 1968	Recommended 1969 A	Recommended 1969 B
26. Schools (Southboro)			
Administration	15,814.76	17,512.65	17,512.65
Instruction	400,090.86	506,975.07	506,975.07
Operation and Maintenance	67,916.02	61,775.00	61,775.00
Other Services	50,512.19	61,143.87	61,143.87
Avg. Pr. 2 yrs.-$495,856.67	534,333.83 (Total)	647,406.59 (Not Total)	647,406.59 (Not Total)
Less Funds from P.L. 874-$5,535.00			
Less Funds from P.L. 864-753.54		—6,288.54	—6,288.54
		641,118.05 (Total)	641,118.05 (Total)
27. Vocational Education			
Transportation	1,098.88	1,800.00	1,800.00
Tuition	5,834.75	5,500.00	5,500.00
Avg. Pr. 2 yrs.-$7,464.06	6,933.63	7,300.00	7,300.00
28. Regional High School Assessment			
Assessment	278,124.48	375,496.85	375,496.85
Avg. Pr. 2 yrs.-$258,483.62			
28A. Regional Vocational High School Assessment			
Assessment	None	3,845.97	3,845.97
Avg. Pr. 2 yrs.- $ None			
29. Southborough Library			
Wages	13,222.73	14,960.55	15,628.47
Other Expenses	7,085.97	8,005.00	8,005.00
Avg. Pr. 2 yrs.-$19,042.91	20,308.70	22,911.55	23,633.47
30. Water Department			
Wages	31,626.08	38,619.84	40,369.83
Other Expenses	36,807.83	52,868.84	52,868.84
Avg. Pr. 2 yrs.-$64,501.51	68,433.91	91,488.68	93,238.67
31. Reserve Fund			
NOT IN TAX LEVY—To be transferred from Overlay Surplus.			
Transfers	19,930.00		
Avg. Pr. 2 yrs.-$12,238.00			

Budget Item Number	Expended 1968	Recommended 1969 A	Recommended 1969 B
32. Dump Maintenance			
Wages	4,933.61	5,887.84	6,241.00
Other Expenses	904.00	1,800.00	1,800.00
Avg. Pr. 2 yrs.-$4,275.73	5,837.61	7,687.84	8,041.00
33. Fayville Hall Maintenance			
Wages	732.47	1,035.00	1,115.00
Other Expenses	2,253.00	1,668.60	1,668.60
Avg. Pr. 2 yrs.-$3,112.09	2,995.47	2,703.60	2,783.60
34. Town Reports			
Expenses	2,343.15	2,500.00	2,500.00
Avg. Pr. 2 yrs.-$2,122.67			
35. Insurance			
Premiums	24,128.18	29,725.00	29,725.00
Avg. Pr. 2 yrs.-$22,736.25			
36. Gasoline			
Gasoline	6,950.90	7,600.00	7,600.00
Avg. Pr. 2 yrs.-$6,102.86			
37. Industrial Commission			
Wages—Clerical	29.04	100.00	100.00
Other Expenses	873.67	1,400.00	1,400.00
Avg. Pr. 2 yrs.-$595.09	902.71	1,500.00	1,500.00
38. Interest on Debt	31,825.00	72,632.50	72,632.50
Avg. Pr. 2 yrs.-$33,504.09			
39. Debt Retirement	111,000.00	114,000.00	114,000.00
Avg. Pr. 2 yrs.-$105,500.00			
40. Recreation and Town Grounds Maintenance			
Wages	4,187.50	5,405.00	5,405.00
Other Expenses	2,741.59	5,535.30	5,535.00
Avg. Pr. 2 yrs.-$6,182.55	6,929.09	10,940.30	10,940.30

Budget Item Number		Expended 1968	Recommended 1969 A	Recommended 1969 B
41.	**Building Department**			
	Inspection Fees	8,005.73	7,500.00	7,500.00
	Other Expenses	106.38	300.00	300.00
	Avg. Pr. 2 yrs.-$6,464.54	8,112.11	7,800.00	7,800.00
42.	**Personnel Board**			
	Wages	592.08	900.00	954.00
	Other Expenses	126.18	188.60	188.60
	Avg. Pr. 2 yrs.-$871.33	718.26	1,088.60	1,142.60
43.	**Moderator**			
	Expenses	0	25.00	25.00
	Avg. Pr. 2 yrs.-$12.50			
44.	**Conservation Commission**			
	Wages	0	50.00	50.00
	Other Expenses	201.05	700.00	700.00
	Avg. Pr. 2 yrs.-$144.30	201.05	750.00	750.00
45.	**Dog Officer**			
	Wages	Part of	400.00	400.00
	Other Expenses	Police	1,045.00	1,045.00
	Avg. Pr. 2 yrs.-$ None	Budget	1,445.00	1,445.00
	TOTALS	$1,426,562.83	$1,735,669.47	$1,748,619.82

(Reserve Fund not included)

TOWN WARRANT

COMMONWEALTH OF MASSACHUSETTS

Worcester, ss. January 28, 1969

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the Inhabitants of the Town of Southborough qualified to vote in elections and Town affairs, to meet in the Town House in said Southborough, on

Monday Evening, March 10, 1969

at 7:00 p.m., then and there to take action on the following articles:

ARTICLE 1: To hear the reports of the various Town Officers and Committees, and to take such action thereon, as the Town may vote.

(Proposed by the Board of Selectmen)

It is recommended that these reports be heard.

ARTICLE 2: To see if the Town will vote to fix, for the Calendar Year 1969, the salary and compensation of all elective officers of the Town as provided by Section 108 of Chapter 41, of the General Laws, as amended, which officers are as follows:

One Moderator, one Town Treasurer, one Town Clerk, one Town Collector, three Selectmen, three Assessors, five members of the School Committee, three members of the Board of Health, three Water Commissioners, three Cemetery Commissioners.

Moderator	$ 25.00	School Comm. (5)	$500.00
Treasurer	2,000.00	Board of Health (3)	300.00
Town Clerk	1,800.00	Water Comm. (3)	300.00
Town Collector	2,000.00	Cemetery Comm. (3)	75.00
Selectmen (3)	2,100.00	Tree Warden	25.00
Assessors (3)	4,000.00		

(Proposed by the Board of Selectmen)

It is recommended that the salaries of elected officers be fixed as printed.

ARTICLE 3: To see if the Town will vote to raise and appropriate the sum of Thirteen Thousand One Hundred Twenty-five Dollars ($13,125.00) or such other sum of money as may be necessary to pay the salaries of all elective Town Officers, or do or act thereon.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $13,125.00 be raised and appropriated.

ARTICLE 4: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) the unexpended balances of certain appropriations as follows:

Police Cruiser	$ 56.00
Water Department Truck	49.23
Repair or Replace Town Property or Equipment	765.74
Memorial Day Exercises	157.00
Regional Vocational School Planning Committee	345.00
	$1,372.97

or do or act anything in relation thereto.

(Proposed by Town Accountant)

It is recommended that unexpended balances be returned to Surplus Revenue Account as printed.

ARTICLE 5: To see what disposition shall be made of the dog money.

(Proposed by the Board of Selectmen)

It is recommended that the revenue from licensing of dogs, $610.32 be used as part of the appropriation for the Library.

ARTICLE 6: To see if the Town will vote to accept a sum of money from St. Mark's School, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $4,500.00 be accepted and placed in the Town Treasury.

ARTICLE 7: To see if the Town will vote to accept a sum of money from Fay School, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $3,000.00 be accepted and placed in the Town Treasury.

ARTICLE 8: To see if the Town will authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1969 and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year, in accordance with Section 17, of Chapter 44 of the General Laws, as amended, and pass any vote or take any action in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that this authority be given.

ARTICLE 9: To see if the Town will authorize the Board of Assessors to use free cash in the Town Treasury, and if so, what sum for the purpose of reducing the amount to be raised and assessed as taxes in 1969 or pass any vote relative thereto.

(Proposed by the Board of Selectmen)

A recommendation as to the sum to be used will be made at the Meeting.

ARTICLE 10: To see if the Town will vote to amend the Town By-Laws by striking therefrom in their entirety those sections which apply to the "Salary Administration Plan" and inserting therefor the following sections as the "Salary Administration Plan of the Town of Southborough.":

SALARY ADMINISTRATION PLAN

PREAMBLE

This by-law establishes a Salary Administration Plan, hereinafter called the "Plan" which classifies the several position classifications in the town services into groups, establishes salary schedules; establishes so-called "fringe" benefits, or "indirect pay" provisions, such as holidays and vacations with pay, sick leave, and the like; and establishes a Personnel Board to administer the Plan, as hereinafter provided, and to represent the interest of both taxpayers and town employees.

The positions of all officers and employees in the service of the town, whether full time, part time, temporary, seasonal, special, casual, Civil Service, of any others, other than those positions filled by popular election and those under

the direction and control of the School Committee, are hereby classified by titles in the groups listed in Schedule A, entitled "Classification Schedule," as set forth in Section 20 of this by-law.

The classification of positions which are subject to the Welfare Compensation Plan of the Commonwealth of Massachusetts and the schedule of rates therefor effective July 1, 1966 with subsequent amendments, if any, and the provisions of Section 47 D of Chapter 31 of the General Laws relating to the application of rates set forth in the aforementioned Welfare Compensation Plan are hereby incorporated by reference.

SECTION 1. DEFINITIONS

As used in this by-law, the following words and phrases shall have the following meanings unless a different construction is clearly required by the context or by the laws of the Commonwealth:

"Administrative Authority," the elected or appointed official or board having jurisdiction over a function or activity:

"Board," the Personnel Board as defined in Section 14;

"Casual Position," a position calling for part-time employment, which service does not constitute continuous service; this service is rendered occasionally and without regularity according to the demands therefor;

"Civil Service Law," Chapter 31 of the General Laws of the Commonwealth, as amended and all rules and regulations made thereunder; and any special law enacted by the General Court regulating the classification, compensation and conditions of employment of officers and employees of the Town under Chapter 31;

"Class," a group of positions in the Town service sufficiently similar in respect to duties and responsibilities so

that the same descriptive title may be used to designate each position allocated to the class, that the same qualifications shall be required of the incumbents, that the same tests of fitness may be used to choose qualified employees and that the same scale of compensation can be made to apply with equity:

"Classification Schedule," Titles in Schedules A and D of Section 20 of this by-law plus class specifications which are on file with the Personnel Board and which are hereby incorporated by reference;

"Compensation Grade," a range of salary or wage rates appearing in Schedule B and C of Section 20;

"Continuous Full-time Service," employment requiring a predetermined minimum work week and uninterrupted except for authorized vacation leave, sick leave, bereavement leave, or other leave of absence;

"Continuous Employment," full-time or part-time employment uninterrupted except for authorized vacation leave, sick leave, bereavement leave, or other leave of absence;

"Department," any department, board, committee, commission or other agency of the Town subject to this by-law;

"Department Head," the officer, board, or other body having immediate supervision and control of a department;

"Employee," an employee of the Town occupying a position in the classification schedule;

"Full-time Employee," an employee retained in full-time employment;

"Full-time Employment," employment for not less than 20 hours per week for fifty-two weeks per annum, minus legal holidays and authorized vacation leave, sick leave, bereavement leave and other leaves of absence;

"Group," a group of classes appearing in schedule A and D of Section 20;

"Increment," the dollar difference between step rates;

"Maximum Rate," the highest rate in a range which an employee normally is entitled to attain;

"Minimum Rate," the rate in a range which is normally the hiring rate of a new employee;

"Part-time Employee," an employee retained in part-time employment;

"Part-time Employment," employment for less than full-time employment, as defined above;

"Personal Rate," a rate above the maximum rate applicable only to a designated employee;

"Position," an office or post of employment in the Town service with duties and responsibilities calling for the full-time or part-time employment of one person in the performance and exercise thereof;

"Position Class," same as "Class" (a class may include only one position, in which event it is defined as a "single position class");

"Promotion," a change from a position of lower class and compensation grade to a position with greater responsibilities in a higher class and compensation grade;

"Range" the dollar difference between minimum and maximum rates;

"Rate," a sum of money designated as compensation for personal services on an hourly, weekly, monthly, annual or other basis;

"Salary Schedule," Schedule B, C and D or Section 20;

"Single Rate," a rate for a designated position class which is not in a range;

"Special Position," a position calling for part-time employment which, although constituting continuous employment, is not rendered during prescribed working hours, daily, weekly or annually, but is rendered as required, according to the demands for such service;

"Step Rate," a rate in a range of a compensation grade;

"Temporary Employee," (1) an employee retained in a temporary position as defined above; (2) any employee holding a temporary appointment under Civil Service Law who does not also have permanent status thereunder;

"Temporary Position" or "Seasonal Position," any position in the Town service which requires or is likely to require the service of one incumbent for a period not exceeding six calendar months, either on a full-time or part-time basis;

"Town," the Town of Southborough.

SECTION 2. TITLES OF POSITIONS

No person shall be appointed, employed or paid as an employee in any position subject to the provisions of the Salary Administration Plan under any title other than those of the Classification Schedule, or under any title other than that of the job, the duties of which are actually performed. The job title in the Classification Schedule of the Plan shall be the official title for all purposes having to do with the position and shall be used to designate the position in all payrolls, budget estimates and official reports, and in every other connection involving personnel and fiscal processes.

SECTION 3. NEW OR CHANGED POSITIONS

Whenever a new position is established, or the duties of an existing position are so changed that a new level of

work demand exists and in effect a new position is created, upon presentation of substantiating data satisfactory to the Personnel Board, the Board shall rate such new or changed position and allocate it to its appropriate compensation grade and establish the rate range therefor.

SECTION 4. RECLASSIFICATION OF EMPLOYEES

No position may be reclassified to a classification in another compensation grade, either higher or lower, until the Personnel Board shall have determined such a reclassification will be consistent with the provisions of the Salary Administration Plan.

SECTION 5. JOB DESCRIPTIONS AND INTERPRETATIONS

The Personnel Board shall maintain written job descriptions of the position classes in the Classification Schedule of the Plan, each consisting of a statement describing the essential nature of the work and characteristics that distinguish the class from other classes. The description for any class shall be construed solely as a mean of identification and not as prescribing what the duties or responsibilities of any position shall be, or as modifying, or in any way affecting, the power of any administrative authoritiy, as otherwise existing, to appoint, to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

SECTION 6. WAGES

(a) The weekly pay period shall begin at 12:01 A.M. Sunday and shall end at 12:00 P.M. the following Saturday.

(b) Employees in the clerical and operating groups shall be paid time and one-half for all hours worked in excess of forty two (42) in a week, provided such hours of work have been authorized by the department head.

(c) Employees in the weekly group except Superintendents, the Chief of Police, the Town Accountant and the Librarian shall be paid straight time for hours worked in excess of their regular work week. The regular work week for the purpose of this determination shall be forty-two (42) hours except for Fire Department eligible personnel. For the latter, the determination is based on the regularly scheduled workweek or 48 hours, whichever is the greater.

(d) The Salary Schedule of the Salary Administration Plan, set forth as Schedules B, C and D of Section 20 of this by-law, shall consist of the maximum and minimum salaries, step-rate salaries or single rate salaries for the positions in the Classification Schedule. The salary range of a compensation grade shall be the salary range for all position classes allocated to the grade.

SECTION 7. SALARY RATES ABOVE MAXIMUM

Any salary rate which is above the maximum rate for a job, as established by this Salary Administration Plan, shall be deemed to be a personal rate, and apply only to the incumbent when such incumbent leaves the employ of the Town or is transferred to another job with a higher maximum rate than his personal rate or higher maximum rates are established, the personal rate shall disappear. No other employee assigned to, or hired for, such job shall advance beyond the maximum of the job.

SECTION 8. ADJUSTMENT POLICIES

(a) Every employee subject to this plan who is in the continuous full-time service of the Town, computed from the date of his latest employment, and who has a satisfactory performance record, shall be eligible annually, one year from the date of the latest increase, for consideration for advance to the next higher step rate, but not more than one step rate in any one twelve-month periol, unil the maximum for his job is reached, subject to the approval of his department head and the Personnel Board. Any employee denied such

an increase has the right of appeal to the Personnel Board, which shall confer with both the employee and the department head, and shall decide the matter. All adjustments shall be approved in advance by the Personnel Board.

(b) Regular part-time employees, for whose positions step-rates are provided, shall be eligible for consideration for increases on the same basis as provided for full-time personnel in clause (a) of this section. Special, casual and other part-time personnel for whose positions there is a single rate shall not be eligible for step rate increases.

SECTION 9. TRANSFERS AND PROMOTIONS

(a) When an employee is promoted to a job with a higher rate range, or rate of pay, he shall enter it at the minimum of the job rate range or at his own rate, whichever is the higher, but in no event at a rate in excess of the maximum for such job. He may also receive at the time a one step rate increase, provided the maximum for the job is not exceeded, if the department head recommends that qualifications and performance warrant it, and the Personnel Board approves. If the department head should feel that there should be a trial period before recommending the promotional one step rate increase, on recommendation of the department head, the Personnel Board may approve such a deferred promotional increase at the conclusion of the trial period.

(b) If an employee is transferred to a job with a lower rate range, or rate of pay, he shall enter it at his own rate or at the maximum rate for the job, whichever is the lower, providing the Personnel Board approves. The employee shall have to right to appeal to the Personnel Board and to be heard thereon, and the Personnel Board shall decide the matter.

SECTION 10. NEW PERSONNEL

(a) The hiring rate shall be the minimum of the rate

range of the job for which the new employee is hired, unless otherwise authorized by the Personnel Board. Department heads shall notify the Personnel Board of the hiring of all new personnel and their hiring rates.

(b) For new regular and full-time and new regular part-time personnel for whose positions there is a rate range and step rates, the first six months of employment shall be a probationary period, at the end of which the employee may advance one step rate, provided the department head and the Personnel Board decide his performance warrants it. He shall thereafter be reviewed for a step rate increase each year on his anniversary date. This probationary step rate increase shall apply only at the start of employment and shall not apply in case of transfer or promotion from one job to another.

SECTION 11. DEPARTMENT BUDGETS

Each department head shall include in the annual budget a pay adjustment section to provide funds for anticipated pay adjustments during the ensuing year, expenditures to be made therefrom only in accordance with the Salary Administration Plan with the approval of the Personnel Board.

SECTION 12. "FRINGE" BENEFITS

So-called "fringe" benefits, such as holidays and vacations with pay, sick leave and other such matters, are a cost item to the Town and a form of "indirect pay," and included in the coverage of the Salary Administration Plan, both those included in the Plan at its adoption and any other which may be included in the future.

A. HOLIDAYS WITH PAY

(1) All regular full-time employees shall receive one day's pay at regular straight time for the following state legal holidays — New Year's Day, Washington's Birth-

day, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day and Christmas.

(2) To be eligible for such holiday pay, an employee shall have worked on the regularly scheduled work day next preceding, and shall have worked, or have satisfactorily presented himself for work, on the regularly scheduled work day next following the holiday, or shall have been in full pay status on the day preceding and the day following.

(3) In the case of the Police Department, or other departments whose personnel is subject to duty seven days a week, those regular employees who are assigned to duty on the holiday shall receive a compensatory day off, or a normal day's pay, at the direction of the department head. Details as to administrative policies and practices relative to holidays with pay shall be as prepared and established under the direction of the Personnel Board.

B. VACATIONS WITH PAY

(1) Regular full-time employees who have been in the continuous employ of the Town, as such, shall be paid their regular week's pay or portion thereof as vacation pay in accord with the following schedule:

6 months	as of July 1	1 week
1 year	as of July 1	2 weeks
10 years	as of July 1	3 weeks
20 years	as of July 1	4 weeks

(2) Vacations shall be granted by department heads at such time as, in their opinion, will cause the least interference with the performance of the regular work of the departments. Vacations must be taken in the year in which they are due, and shall not accumulate from year to year.

(3) If, in the opinion of the department head, there are unusual circumstances which warrant it, an employee may, upon request, continue at work and receive vacation pay in lieu of his vacation.

(4) In the event of termination of employment, which is caused through no fault of the employee, or by reason of retirement, the employee shall be paid, or be entitled to time off with pay, for any accumulated vacation prorated on the basis of service since the employee's preceding vacation. In the event of the death of an employee, any accumulated vacation pay shall be paid to his estate.

(5) Call personnel of the Fire Department shall be entitled to take vacations on the above basis without loss of pay.

(6) Vacation administrative policies and practices shall be prepared and established under the direction of the Personnel Board.

C. SICK LEAVE

(1) All regular full-time employees shall be entitled to fifteen days' sick leave per year, accumulative for a period of five years' continuous service or a maximum of seventy-five days. Pay for each day of sick leave shall be at the rate of a regular days pay. Absences on account of sickness in excess of that authorized may, at the discretion of the department head and the Personnel Board, be charged to vacation leave. Sick leave shall be payable only in cases of bona fide illness or nonwork-connected accident.

(2) Employees who because of sickness or a nonwork-connected accident are absent for a period of more than two days shall be required to present a doctor's certificate to their department head stating reason and period of time the employee will be absent from his work. The above section is not to be construed by any employee or department head for time off for any sickness caused by over-indulgence in alcohol or narcotics or by his or her misconduct.

(3) Details as to sick leave administrative policies and practices shall be as prepared and established under the direction of the Personnel Board.

D. WORKMEN'S COMPENSATION

Present practices now followed by the Town related to Workmen's Compensation shall continue unchanged.

E. MILITARY LEAVE

An employee in full-time employment in the military reserve shall be paid the difference between compensation received while on reserve duty and regular compensation rates paid the employee by the Town. Such payment by the Town shall be limted to a period not to exceed two weeks in any twelve-month period and shall not include payment to members of the National Guard who may be mobilize during an emergency in the Commonwealth.

F. JURY DUTY

If an employee is called to jury duty, he shall receive an amount equal to the difference between his normal compensation and the amount (excluding any travel allowance) received from the court, upon presentation of evidence of the amount paid by the court.

SECTION 13. LEAVE OF ABSENCE

Leaves of absence for valid reasons may be granted by a department head, but shall be without compensation. Leaves of absence may not be granted to seek other employment.

Leaves of absence of over three months' duration, except military leave, shall be considered a break in employment, and on return to work the employee shall have the status of a new employee unless an extension of leave beyond three months has been authorized by the Personnel Board.

SECTION 14. PERSONNEL BOARD

There shall be a Personnel Board to administer the Salary Administration Plan, said Board to be appointed by the Moderator, consisting of five voters other than employees of the Town or those regularly serving the Town in any elective or appointive capacity. They shall serve without compensation.

Future appointments shall be for three years. Any vacancies shall be filled by the Moderator. All members shall continue to hold office until their successors have been appointed and qualified. The Personnel Board may employ assistance and incur expenses as it deems necessary, subject to appropriation of funds therefor.

SECTION 15. DUTIES OF THE PERSONNEL BOARD

(a) The Personnel Board shall administer the Salary Administration Plan and shall establish such policies, procedures and regulations as it deems necessary for the administration of the Plan.

(b) The Board shall annually, in June, meet and organize by the choice of a Chairman and Clerk. A majority of the Board shall constitute a quorum for the transaction of business. The votes of the majority of all the members of the Board shall be necessary on any matter upon which it is authorized to or required to pass under the Salary Administration Plan.

(c) The Personnel Board shall have maintained records of all employees subject to this Plan, including therein such information as it deems desirable, such records to be kept by the Town Accountant, under the direction of the Board. Department heads shall furnish such information as shall be requested by the Board. The Town Accountant shall also check on matters covered by the Plan and shall bring any deviations to the attention of the Board prior to payment.

(d) The Personnel Board, from time to time, shall review the work of all positions subject to the Salary Administration Plan. The Personnel Board may tentatively add a new class to the Classification Schedule or reallocate an existing class to a different compensation grade, either higher or lower, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan at the next annual town meeting.

(e) The Personnel Board shall, from time to time, review the Salary Schedule and administration policies of the Salary Administration Plan. It shall keep informed as to pay rates and policies outside the service of the Town, and shall recommend to the Town any action which it deems desirable to maintain a fair and equitable pay level.

(f) Upon recommendation of a department head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, said Board may authorize an entrance rate higher than the minimum rate for a position, and such other variances in the Salary Administration Plan as it may deem necessary for the proper functioning of the services of the Town, and to effectuate the basic intent of the Plan.

(g) The Personnel Board shall make an annual report to the Town, including recommendations on any matters related to the Plan which it feels should be considered by the Town.

SECTION 16. EMPLOYEES AND THE PERSONNEL BOARD

All employees shall have the right to request an appointment to confer with the Board on any matter which is of interest or concern to them and which is covered by the Salary Administration Plan. As a matter of courtesy to the department head, the employee shall notify him in advance of his desire to discuss the matter with the Board. One of

the duties of the Board shall be to foster mutual understanding and goodwill with the personnel of the Town.

To facilitate this, if any employee should feel aggrieved by the operation of any provision of the Plan, he shall first discuss the matter with his department head, in a mutual effort to clear up any problems or misunderstanding.

If two weeks after such a conference, a satisfactory understanding and solution of the problem has not been reached, then either the department head or the employee may take the matter to the Board. The Board shall hear the parties not later than its next regular meeting. There shall be no discrimination or prejudice by any department head against any employee who may take a matter to the Board.

SECTION 17. AMENDMENT OF THE PLAN

The Salary Administration Plan may be amended in the same manner in which the Town by-laws may be amended; provided, however, that no amendment to the Plan shall be made until it has been presented by signed petition addressed to and submitted to the Personnel Board, and acted upon by the Board. Upon receipt of such a written petition, the Board, after giving the petitioners, the heads of departments and employees affected at least three days' written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the Personnel Board shall approve any such proposed amendment, it shall take the proper steps to bring the proposed amendment before the next annual town meeting for its consideration and action. If the Personnel Board shall disapprove any such proposed amendment, and failure to act thereon within fifteen days after the hearing shall be deemed disapproval, the petition may then be presented to the next annual town meeting for its consideration and action, if so desired. The Board of its own motion, after a similar hearing and/or conference with parties interested, may propose an amendment to the Plan.

SECTION 18. CIVIL SERVICE LAW

Nothing in this by-law, or in the Salary Administration Plan, shall be construed to conflict with Chapter 31 of the General Laws, which is the Chapter dealing with the Civil Service Laws.

SECTION 19. SEPARABILITY PROVISION

In the event that any provision of this by-law, or application thereof, shall be held to be invalid by the proper authorities, this shall not be construed to affect the validity of any other provision, or application thereof, of this by-law.

SECTION 20. POSITION CLASSES, SALARY, WAGE AND MISCELLANEOUS SCHEDULE

SCHEDULE A

Class Title	Compensation Grade
Weekly Group	
Cemetery Superintendent	S-7
Children's Librarian	S-5
Fire Captain	S-8
Fire Chief	S-10
Fire Fighter	S-7
Highway Superintendent	S-10
Librarian	S-7
Patrolman	S-7
Police Chief	S-10
Police Sergeant	S-8
Town Accountant (part-time)	S-9
Water Superintendent	S-10
Clerical Group	
Junior Clerk	S-1
Library Assistant	S-2
Secretary to Selectmen	S-4
Senior Clerk	S-3

Operating Group

Heavy Motor Equipment Operator	W-4
Laborer	W-1
Leadman	W-5
Maintenance Craftsman	W-4
Maintenance Man	W-3
Motor Equipment Operator	W-3
Skilled Laborer	W-2
Superintendent of Insect Pest Control	W-3

SCHEDULE B

WEEKLY SALARY SCHEDULE

Compensation Grade		Min.	2	3	4	Max.
S-1	Hourly	1.70	1.80	1.91	2.01	2.12
S-2	Hourly	1.91	2.01	2.12	2.23	2.33
S-3	Hourly	2.06	2.18	2.31	2.44	2.57
S-4	Hourly	2.28	2.42	2.55	2.69	2.83
S-5	Weekly	98.97	105.15	111.51	117.87	124.23
S-6	Weekly	111.30	117.16	123.33	129.81	136.65
S-7	Weekly	122.42	128.86	135.65	142.79	150.32
S-8	Weekly	134.68	141.78	149.24	157.09	165.36
S-9	Weekly	148.14	155.94	164.15	172.80	181.90
S-10	Weekly	162.98	171.54	180.57	190.30	200.08

SCHEDULE C

HOURLY WAGE SCHEDULE

Compensation Grade	Min.	2	3	Max.
W-1	2.12	2.27	2.41	2.54
W-2	2.26	2.40	2.55	2.72
W-3	2.49	2.65	2.82	2.99
W-4	2.73	2.92	3.11	3.31
W-5	2.96	3.19	3.42	3.66

SCHEDULE D. MISCELLANEOUS COMPENSATION SCHEDULE

GENERAL GROUP

Agent, Board of Health (part-time)	$100.00	(Annual)
Animal Inspector (p.t.)	150.00	(Annual)
Civil Defense Director (p.t.)	200.00	(Annual)
Clerk, Advisory Board (p.t.)	300.00	(Annual)
Clerk, Board of Appeals (p.t.)	250.	(Annual)
Clerk, Board of Registrars (p.t.)	400.00	(Annual)
Custodian, Fay Library (p.t.)	972-1080-1215-1350	(Annual)
Custodian, Fayville Village Hall (p.t.)	756-864-972-1080	(Annual)
Custodian, Town Hall (p.t.)	756-864-972-1080	(Annual)
Dog Officer (p.t.)	400.00	(Annual)
Election Warden (p.t.)	2.12	(Hourly)
Election Worker (p.t.)	1.81	(Hourly)
Library Page (p.t.)	1.25-1.50	(Hourly)
Register of Voters (p.t.)	50.00	(Annual)
Slaughtering Inspector (p.t)	150.00	(Annual)
Town Counsel (p.t.)	Retainer 500.00	(Annual plus fees)
Veterans' Agent and Director of Veterans Services (p.t.)	1400-1600-1800-2000	(Annual)

PUBLIC SAFETY GROUP

Fire Department

Call Deputy Fire Chief (p.t.)	500.00	(Annual)
Call Fire Captain (p.t.)	300.00	(Annual)
Call Fire Lieutenant (p.t.)	250.00	(Annual)
Call Fire Fighter (p.t.)	200.00	(Annual)

Brush and Forest Fire

Call Officers (p.t.)	2.44	(Hourly)
Call Fire Fighters (p.t.)	2.33	(Hourly)

Police Department

Police Matron (p.t.)	2.12	(Hourly)
Reserve Patrolman (p.t.)	2.66-2.80-2.95-3.11	(Hourly)
Spare Patrolman (p.t.)	2.54	(Hourly)

It is recommended that the Town By-Laws be amended by substitution of new Salary Administration Plan as printed in the Warrant.

ARTICLE 11: To see if the Town will vote to raise such sums of money as may be necessary, for the Town's use, and make appropriations of the same, or do act anything in relation thereto.

(Proposed by the Board of Selectmen)

This article covers budgets for the operation of all Town Departments. Detailed recommendations are given as part of the Advisory Committee's Report in the front of this booklet.

ARTICLE 12: To see if the Town will vote to rescind portions of Article 33 of the Annual Town Meeting of March 14, 1960 and Article 10 of the Special Town Meeting of April 13, 1964 as follows:

a. that the sum of Three Hundred Dollars ($300.00) be deleted from the amount authorized to be borrowed under Article 33 of the Annual Town Meeting of 1960 and that the sum so authorized shall read and be One Hundred Eighty-five Thousand Dollars ($185,000.00);

b. that the sum of Two Thousand Five Hundred Dollars ($2,500.00) be deleted from the amount authorized to be borrowed under Article 10 of the Special Town Meeting of April 13, 1964 and that the sum

so authorized shall read and be Six Hundred Twenty Thousand Dollars ($620,000.00);

or do or act anything in relation thereto.

(Proposed by Town Accountant)

It is recommended that approval be given to this article.

ARTICLE 13: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Sixteen Thousand Three Hundred Thirty-four 16/100 Dollars ($16,334.16) to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $16,334.16 be raised and appropriated.

ARTICLE 14: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Two Thousand Five Hundred Dollars ($2,500.00) to be used to repair or replace Town property of equipment which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed for damages caused as a result of such accident or casualty, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $2,500.00 be transferred from Surplus Funds and appropriated.

ARTICLE 15: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of One Thousand Five Hundred Sixty-nine 36/100 Dollars ($1,569.36) for the purpose of hiring Consulting Engineers, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $1,569.36 be transferred from Surplus Funds and appropriated.

ARTICLE 16: To see if the Town will vote to raise and appropriate, or transfer from any of its available funds anl appropriate, the sum of Seven Hundred Dollars ($700.00) to defray expenses of the Memorial Day Exercises on May 26, 1969. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legion, and Choate Post No. 3276 Veterans of Foreign Wars, or do or act anything in relation thereto.

(Proposed by the American Legion and Veterans of Foreign Wars)

It is recommended that the sum of $700.00 be raised and appropriated.

ARTICLE 17: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Ten Thousand Dollars ($10,000) to be used for the expenses of purchasing and erecting a suitable Monument in memory of the Veterans of all wars, or do or act anything in relation thereto.

(Proposed by Bagley Fay Post No. 161 American Legion and Choate Post No. 3276 Veterans of Foreign Wars of Southboro)

It is the opinion of the Advisory Committee that a liv-

ing memorial in the form of a Scholarship Fund would be more desirable than a monument. However, if it is the will of the Town, we recommend that the sum of $10,000.00 be transferred from the Overlay Surplus and appropriated for the purpose voted.

ARTICLE 18: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of G.L. Chapter 40, Section 5B, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

A recommendation as to the sum to be transferred will be made at the Meeting.

ARTICLE 19: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Nine Thousand Five Hundred Dollars ($9,500.00) to be used for Chapter 81 Highways or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Supt. of Streets)

It is recommended that the sum of $9,500.00 be raised and appropriated.

ARTICLE 20: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Thirteen Thousand Four Hundred and Seventy-five Dollars ($13,475.00) to be used for Chapter 81 Highways, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Supt. of Streets)

It is recommended that the sum of $13,475.00 be transferred from Surplus Funds and appropriated.

ARTICLE 21: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Four Thousand Five Hundred Fifty Dollars ($4,550.00) for Chapter 90 Construction, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Supt. of Streets)

It is recommended that the sum of $4,550.00 be raised and appropriated.

ARTICLE 22: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Thirteen Thousand Six Hundred Fifty Dollars ($13,650.00) for Chapter 90 Construction, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Supt. of Streets)

It is recommended that the sum of $13,650.00 be transferred from Surplus Funds and appropriated.

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Two Thousand Seven Hundred Dollars ($2,700.00) for Chapter 90 Maintenance or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Supt. of Streets)

It is recommended that the sum of $2,700.00 be raised and appropriated.

ARTICLE 24: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Fifty-four Hundred Dollars ($5,400.00) to be used for Chapter 90 Maintenance, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Supt. of Streets)

It is recommended that the sum of $5,400.00 be transferred from Surplus Funds and appropriated.

ARTICLE 25: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Four Thousand Five Hundred Dollars ($4,500.00) for Highway Equipment and Maintenance, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $4,500.00 be transferred from Surplus Funds and appropriated.

ARTICLE 26: To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of One Thousand Five Hundred ($1,500.00) Dollars to be used to install a drainage system in the land of Barbara H. Clark and Edward P. Offutt running easterly from Flagg Road through the land of Clark and Offutt to the Brook on the land of Offutt, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $1,500.00 be transferred from Surplus Funds and appropriated.

ARTICLE 26A: To see if the Town will vote to accept from Barbara H. Clark, a conveyance of an easement for drainage purposes located on the parcel of land on the easterly side of Flagg Road in Southborough, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that easement be accepted.

ARTICLE 27: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of One Thousand Four Hundred Twenty-One and 91/100 ($1,421.91) Dollars to pay for the hospital and medical expenses incurred by Fred J. Sanchioni when injured while engeged in his duties as fire fighter for the Town of Southborough Fire Department on March 14, 1966 as provided under Chapter 41, Section 100 of the General Laws of the Commonwealth of Massachusetts, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $1,421.91 be transferred from Surplus Funds and appropriated.

ARTICLE 28. To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of Seven Hundred Twenty and 88/100 ($720.88) Dollars for the purpose of reimbursing the Tree Warden, William H. Onthank, for fees which were expended by him in 1968 and which were not included in the Tree Warden's Budget of 1968, or do or act anything in relation thereto.

(Proposed by the Tree Warden)

The Advisory Committee does not recommend affirmative action on this article.

ARTICLE 29: To see if the Town will vote to amend the By-Laws of the Town of Southborough by adding the following new Section under Article XI, Permits and Licenses:

Section 4—Swimming Pools:

A. Permits: No swimming pool or appurtenance thereto shall be Constructed, installed, enlarged or altered, until a permit has been obtained from the Building Department.

B. All outside or open-air wading or swimming pools, in existence or to be constructed or installed, shall be enclosed and made safe by the erection of a fence, wall or other suitable barrier; said fense and/or other type of enclosure, shall be a minimum of four (4) feet in height and otherwise meet with the approval of the Building Inspector.

Pools built totally above ground whose height would form a natural barrier shall have removable stairs and shall not be left unattended with these stairs in position.

C. Artificial and man-made ponds and portable wading pools less than twenty-four (24") inches deep and having a surface area of less than two Hundred fifty (250) sq. ft. are exempt from the terms and conditions of this by-law.

D. The owner or owners of land on which a wading or swiming pool is now in existence shall erect an enclosure as aforesaid within ninety (90) days from the date on which this By-Law takes effect. The owner or owners of land on which a wading or swimming pool is constructed, installed or in existence, who fails to comply with the requirements of this By-Law shall be punished by a fine of Twenty Dollars ($20.00) and an additional fine of Five Dollars ($5.00) per week for each week the conditions of this Ordinance are not complied with, or do or act anything in relation thereto.

(Proposed by the Building Inspector)

The Committee feels that the vote on this article should be the responsibility of each voter and will make no recommendation.

ARTICLE 30: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and borrow or appropriate a sum of money for the purchase

of a new 2 yard, 4-wheel drive tractor with option of a new hydraulic backhoe attachment for the Highway Department, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen & the Highway Supt.)

It is recommended that a tractor as described in the article be obtained for the Highway Dept. and that $22,000.00 be transferred from Surplus Funds and appropriated fo rsame.

ARTICLE 31: To see if the Town will vote to raise and appropriate or transfer from any of its available funds or other funds and appropriate a sum of money for the purpose of purchasing a new 25,000 GVW dump truck for the Highway Department and that the Selectmen be authorized to sell, turn in or otherwise dispose of the 1962 GMC dump truck now in use by the Highway Department, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen & the Highway Supt.)

It is recommended that a truck as described in the article be obtained for the Highway Dept. and that the sum of $9,000.00 be transferred from Surplus Funds and appropriated, to be combined with trade allowance to provide payment for same.

ARTICLE 32: To see if the Town will vote to raise and appropriate or transfer from its available funds and appropriate a sum of money for the purchase of a new half-ton pickup truck for the Highway Department and to authorize the Selectmen to sell, turn in or otherwise dispose of the 1963 International half-ton pickup truck now in use by the Highway Department, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen & the Highway Supt.)

It is recommended that a half-ton pick up truck be purchased for the Highway Dept. and that the sum of $1,-900.00 be transferred from the Road Machinery Fund and appropriated, to be combined with trade allowance to provide payment for same.

ARTICLE 33: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate or borrow and appripriate the sum of Twenty-three Thousand Dollars ($23,000.00) for the purchase of a 4-wheel drive loader backhoe, for the use of the Water Department and to determine the manner of purchase of the same, and to authorize the Board of Water Commissioners to enter into contracts for the purchase thereof, or do or act anything in relation thereto.

(Proposed by the Board of Water Commissionerc)

The Advisory Committee does not recommend affirmative action on this article.

ARTICLE 34: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of money to acquire two (2) new 4-door Station Wagon Police Cruiser cars fully equipped with electronic and safety devices and to authorize the Selectmen to sell, turn in or otherwise dispose of the one (1) 1967 Police Cruiser car and one (1) 1968 Police Cruiser car now in use by the Police Department, or do or act anything in relation thereto.

(Proposed by the Chief of Police)

It is recommended that the sum of $5,000.00 be transferred from Surplus Funds for the purpose of this article.

ARTICLE 35: To see if the Town will vote to raise and appropriate or transfer from available funds and appro-

priate the sum of Three Thousand Six Hundred Dollars ($3,600.00) for the purchase of centrifugal water pumps for the use of the Civil Defense Department, or do or act anything in relation thereto.

(Proposed by the Civil Defense Department)

The Committee does not recommend affirmative action on this article.

ARTICLE 36: To see if the Town will vote to amend Section III, Part 2 of the Zoning By-Laws of the Town of Southborough as effective on June 6, 1955, as amended, by changing from Residence A to Industrial Park District the land situated in the north-west corner of the town, bounded as follows:

On the northwest by the boundary line of the Town of Southborough and the City of Marlborough;

On the east by the westerly line of Jericho Hill Road and the westerly line of Northborough Road from Jericho Hill Road to the Metropolitan District Commission's aqueduct known as Stoney Brook;

On the south by the Metropolitan District Commission's aqueduct known as Stoney Brook,

or do or act anything in relation thereto.

(Proposed by the Southborough Indus. Development Comm.)

The Advisory Committee feels that the Planning Board recommendation should govern, and we submit to their recommendation.

ARTICLE 37: To see if the Town will vote to further amend Section III, Paragraph 2 of its Zoning By-Laws effective June 6, 1955, and as amended from time to time thereafter, by changing the following described area from a Resident B District to an Industrial District:

The land on the Southerly side of the New York Central Railroad Company beginning at a northwesterly corner of the premises at land of said Railroad Company; thence running easterly by said Railroad Company 450'; thence running southerly by land of Alfred B. Brown 396' to the center of the Sudbury River; thence westerly and upstream in the center of said River to the easterly line of River Street; thence northerly by the easterly line of River Street 350' to the point of beginning, or do or act anything in relation thereto.

(Proposed by Paul J. McCarthy and 10 others)

Recommendation same as for Article 36.

ARTICLE 38: To see if the Town will vote to change the zoning from Industrial Park to Residential A the following described land:

An area of land on the southerly side of what was formerly called Old County Road and shown as a Discontinued Way on a Plan of Land owned by Esther V. Bushman, dated May 24, 1966 and recorded in the Worcester District Registry of Deeds Plan Book 310, Plan 41, to a depth of 300 feet from the existing and abutting Residential A zone on the northerly side of said referenced road and bounded further on the West by the Westboro and Southboro Town line and High Street and on the East by Interstate 495.

or take any action thereon.

(Proposed by Donald Dezarn and 12 others)

Recommendation same as for Article 36.

ARTICLE 39: To see if the Town will vote to ratify and affirm its Zoning By-Law and all amendments thereto heretofore adopted and the vote taken thereon and further to adopt the Zoning By-Law of the Town of Southborough as

amended, said Zoning By-Law having been adopted as Article 6 of the Warrant for a Special Town Meeting of May 9, 1955 and the amendments thereto having been adopted as follows:

Article 44 of the Annual Town Meeting of 1957, Article 4 of the Special Town Meeting of September 8, 1958, Article 38 of the Annual Town Meeting of 1959, Article 39 of the Annual Town Meeting of 1959, Article 40 of the Annual Town Meeting of 1959, Article 46 of the Annual Town Meeting of 1960, Article 47 of the Annual Town Meeting of 1960, Article 48 of the Annual Town Meeting of 1960, Article 10 of the Special Town Meeting of December 11, 1961, Article 16 of the Secial Town Meeting op December 11, 1961, Article 36 of the Annual Town Meeting of 1962, Article 37 of the Annual Town Meeting of 1962, Article 38 of the Annual Town Meeting of 1962, Article 4 of the Special Town Meeting of October 5, 1964, Article 5 of the Special Town Meeting of October 5, 1964, Article 6 of the Special Town Meeting of October 5, 1964, Article 7 of the Special Town Meeting of October 5, 1964, Article 39 of the Annual Town Meeting of 1966, Article 40 of the Annual Town Meeting of 1966, Article 38 of the Annual Town Meeting of 1967, Article 2 of the Special Town Meeting of September 25, 1967, Article 34 of the Annual Town Meeting of 1968, all as found in the Town Reports for the year of adoption on file at the Town Clerk's Office, Town Hall, Southborough, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen and Planning Board)

The Advisory Committee, after discussion with the Town's legal advisors recommends acceptance of this article.

ARTICLE 40: To see if the Town will vote to amend its By-Laws by inserting in ARTICLE II thereof, a new Section I, to read as follows:

"Section 1. Before a vote may be taken on any question which is the subject matter of any article contained in a warrant for a town meeting, the moderator shall define the bounds of each section of the meeting place and shall appoint four tellers to count the votes in each section so defined. They shall be sworn by the Town Clerk to the faithful and impartial performance of their duties as such tellers. Two of each group of four tellers shall count the votes on one side of the section assigned to that group and the other two shall count the votes on the other side of said section. As soon as the number of votes, whether affirmative or negative, in each section has been determined by each group of tellers, they shall forthwith announce the same to the meeting and to the moderator who shall, upon completion of the tabulation of all votes in all sections, announce to the meeting, the total affirmative and negativ votes cast," or do or act anything in relation thereto.

(Proposed by Alfred W. Howes and 9 others)

It is not recommended that this addition to the By-Laws be accepted as written.

ARTICLE 41: To see if the Town will vote to amend ARTICLE II of its By-Laws by inserting a new Section 8a therein, which new section shall read as follows:

> "Section 8a. When the subject matter of any Article in any Warrant for any Town Meeting shall require a count of votes for any purpose, the Moderator shall request those in favor of the matter upon which the vote is taken, or to be taken, to rise and remain standing until counted. After such count has been taken and recorded, he shall order the voters to be seated and shall request those opposed to the matter which is to be voted upon, to rise and remain standing until counted",

or do or act anything in relation thereto.

(Proposed by Alfred W. Howes and 9 others)

It is recommended that this addition to the By-Laws be accepted.

ARTICLE 42: To see if the Town will vote to amend ARTICLE VII of its By-Laws by inserting after the first sentence of Section 2 thereof, the following new sentence:

> "The Committee shall insert in the Annual Town Report a description of all transfers made from the Reserve Fund during the preceding year. Such report shall contain (a) the names of all town officers, boards, departments and committees making such requests for such transfers; (b) the original amount appropriated to the account, article or budget to which such transfer was made; (c) the amount of each such transfer; and (d) the reason such transfer was requested",

or do or act anything in relation thereto.

(Proposed by Alfred W. Howes and 9 others)

The Advisory Committee has no objection to the change in the By-Laws requested. However, we would point out that there is an error in the article as written—the By-Law Article number is incorrect. Although not demanded by existing By-Law the Advisory Committee report has contained for several years the information requested, except for the original amount appropriated etc., which appear in the reports of the Town Meetings of the year affected.

ARTICLE 43: To see if the Town will vote to amend ARTICLE VII of its By-Laws by adding after Paragraph 4, at the end of Section 3 thereof, the following new paragraph 5:

> "5. The name of each person, firm, corporation or other entity receiving compensation for services rendered to the Town during the preceding calendar year, together

with the total amount paid to each and a brief description adequate to identify each service for which compensation was paid to each",

or do or act anything in relation thereto.

(Proposed by Alfred W. Howes and 9 others)

It is recommended that this addition to the By-Laws be accepted.

ARTICLE 44: To see if the Town will vote to amend Section III, Part 2 of the Town Zoning By-Laws by changing the following described area from a Residence A and B to an Industrial Park District:

Beginning at the intersection of the centerline of Marlboro Road and the Westerly sideline of the New York, New Haven and Hartford Railroad;

Thence: Southerly 750 feet ± by the centerline of Marlboro Road to a point of land of Fitzgerald;

Thence: Westerly by land of Fitzgerald to a point 1000 feet from the Westerly sideline of the New York, New Haven and Hartford Railroad;

Thence: Northerly by a line parallel to and 1000 feet Westerly from the Westerly sideline of said railroad, to a point 250 feet Southerly from the Southerly sideline of Sears Road;

Thence: Northeasterly by a line parallel to and 250 feet from the Southerly sideline of Sears Road to the Westerly sideline of New York, New Haven and Hartford Railroad;

Thence: Southerly by the Westerly sideline of said railroad to a point opposite the Northerly boundary line of land of Baker;

Thence: Easterly across the railroad and by the North-

erly boundary of land of Baker and the Southerly boundary of land of Doherty to the Westerly sideline of Marlboro Road;

Thence: Southerly by the Westerly sideline of Marlboro Road to the Northerly boundary of land of Wood;

Thence: Westerly by the Northerly line of Wood's land to the Westerly boundary line of Wood;

Thence: Southerly by the Westerly boundary line of said Wood's land to the Northerly boundary line of land of Blank;

Thence: Westerly by land of said Wood, across said railroad to land now or formerly of Capone;

Thence: Southerly by the Westerly sideline of said railroad to a point opposite the Northerly boundary line of Capone;

Thence: Easterly across the railroad and by the Northerly boundary line of land of Capone and the Southerly boundary line of land of Antil to the Westerly boundary line of land of Mitchell;

Thence: Southerly and Easterly by the Easterly and Northerly boundary line of Capone and the Westerly and Southerly boundary line of land of Mitchell to the Westerly sideline of Marlboro Road;

Thence: Southerly by the Westerly sideline of Marlboro Road to the Northerly boundary of land of Johnson;

Thence: Westerly by lands of Johnson and McLaughlin to the Westerly sideline of said railroad;

Thence: Southerly by the Westerly sideline of said railroad to the point of beginning.

The above described parcel of land is shown on a plan entitled "Plan of Land in Southboro, Mass.", Scale 1" = 100

feet, dated November 1968. Plan by Raymond Engineering Service, Hudson, Mass.,

or take any vote or action relative thereto.

(Proposed by Industrial Development Commission)

This is a Zoning By-Law change. The Planning Board has conducted hearings at which abuttors and area residents affected expressed their feelings. Our Committee will abide by the recommendation of the Planning Board.

ARTICLE 45: To see if the Town will vote to amend the By-Laws of the Town of Southborough by adding the following new section:

a. No person who owns or keeps a dog within the Town of Southborough shall allow the dog to run free within the hours of eight o'clock a.m. to eight o'clock p.m. when not restricted to the premises of said owner or keeper.

b. Excepted and excluded from the provisions of this By-Law shall be such dogs when the same are under the immediate supervision and control of their trainers, owners or keepers or under such supervision and control and engaged in a sporting event, hunting, herding and not otherwise prohibited by law or order of the Selectmen pursuant to law.

c. Whoever violates this By-Law shall be liable to penalties as set forth in the General Laws, Chapter 140, Section 173A and amendments thereto, pertaining to the regulation of fines for the violation of the laws relating to licensing and restraining of dogs, or do or act anything in relation thereto.

(Proposed by Mark E. McCormack and 67 others)

The Committee feels that the vote on this article is the responsibility of each voter. No recommendation is made.

ARTICLE 46: To see if the Town will vote to accept and establish as a Town Way under the provisions of Chapter 82 of the General Laws a privately owned street known as Blackthorn Drive, located off the westerly side of Flagg Road as laid out by the Selectmen and according to the boundaries and measurements as shown on a plan entitled "Plan of Acceptance of a Portion of Blackthorn Drive, Southborough, Mass., Scale 1" = 40', February 3, 1969, Nashoba Survey Co., 55 Mechanic Street, Marlborough, Mass.", which plan and layout are on file in the office of the Town Clerk, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that Blackthorn Drive be accepted in words of the motion.

ARTICLE 46A: To see if the Town will vote to accept and establish as a Town Way under provisions of Chapter 82 of the General Laws a privately owned street known as Tara Road, located off the southerly side of Blackthorn Drive, as laid out by the Selectmen and according to the boundaries and measurements as shown on a plan entitled "Plan of Acceptance of a Portion of Tara Road, Southborough, Mass., Scale 1" = 40', February 3, 1969, Nashoba Survey Co., 55 Mechanic Street, Marlborough, Mass.", which plan and layout are on file in the office of the Town Clerk, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that Tara Drive be accepted in words of the motion.

ARTICLE 47: To see if the Town will vote to accept the provisions of Section 8D of Chapter 40 of the General Laws of the Commonwealth of Massachusetts and that an Historical Commission be established in accordance with said Section of the General Laws, or do or act anything in relation thereto.

(Proposed by Lois H. McCarthy and 11 others)

It is recommended that the Town accept provisions of Section 8D of Chapter 40 of the General Laws and that an Historical Commission be established.

ARTICLE 48: To see if the Town will vote to raise and appropriate or to transfer from available funds and appropriate a sum to be used to conduct a sewerage feasibility study and that a committee consisting of the three (3) members of the Board of Selectmen, one (1) member of the Board of Health and one (1) member of the Board of Water Commissioners be and is hereby created to oversee and supervise the expenditure hereby appropriated and to report its actions and findings to the next Annual Town Meeting, or do or act anything else in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $15,000.00 be transferred from Surplus Funds and appropriated for a Sewage Feasibility Study in the words of the motion.

ARTICLE 49: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of preparing plans, specifications and cost estimates for construction, furnishing and equipping a Police Station as is recommended by the Town Housing Committee and to grant authority to said committee, acting with the approval of the Selectmen, to enter into contracts for such purposes, or do or act anything else in relation thereto.

(Proposed by the Town Housing Committee)

It is not recommended that affirmative action be taken on this article. This is a split decision of the Committee as some members favor a combined Police and Fire Station.

ARTICLE 50: To see if the Town will vote to raise and apropriate or transfer from available funds and appropriate a sum of money to pay for structural repairs and renovation required to be undertaken at the Fayville Village Hall, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that the sum of $15,000.00 be transferred from Surplus Funds and appropriated for structural repairs etc. at the Fayville Village Hall.

ARTICLE 51: To see if the Town will vote to appropriate a sum of money for the purpose of installing an 8" water main on Middle Road, a distance of approximately 1050', for the purpose of completing a loop, and to determine whether said appropriation shall be raised by taxation or by transfer from available funds or by borrowing or otherwise, and to instruct and authorize the Board of Water Commissioners in connection therewith, or do or act anything in relation thereto.

(Proposed by the Board of Water Commissioners)

It is recommended that the sum of $9,700.00 be transferred from Surplus Funds and appropriated for the purpose designated in the article.

ARTICLE 52: To see if the Town will vote to accept from James P. Murphy and James B. Denman and Lois W. Denman a conveyance of easements for drainage purposes

located on land on the southeasterly side of Flagg Road and bounded and described as follows:

Parcel 1—James P. Murphy

Beginning at a point at the intersection of Parcels 16 and 17 with the grantor's land as shown on said plan; thence south 58° 50' 50" east of a line through the grantor's line to the center of a ditch as shown on said plan; thence northerly by the thread of the ditch twenty (20) feet to a point; thence north 58° 50' 50" west by a line parallel to and twenty (20) feet distance from the line first described to a point at the land of James B. Denman et ux, said land being Parcel No. 17 on said plan; thence south 64° 42' 05" west by said Denman land twenty (20) feet, more or less, to the point of beginning.

Parcel 2—James B. Denman and Lois W. Denman

Beginning at a point on the southeasterly side of Flagg Road at land of parcel No. 16 as shown on said plan, now owned by Paul M. Patterson and Dolores E. Patterson; thence south 58° 50' 50" east by land of said Patterson two hundred ninety-one and 00/100 (291.00) feet to a point at land of James P. Murphy, Jr.; thence by said Murphy land north 64° 42' 05" east twenty (20) feet, more or less, to a point at other land of the grantors; thence north 58° 50' 50" west by other land of the grantors by a line parallel to and twenty (20) feet distance from the line first described to the southeasterly side of Flagg Road; thence by the southeasterly side of Flagg Road south 31° 09' 10" east twenty (20) feet to the point of beginning, or do or act anything in relation thereto.

(Proposed by the Board of Selectmen)

It is recommended that easements be accepted as described in the article.

ARTICLE 53: To see if the Town will raise and appropriate the sum of Fifty-four and 50/100 Dollars ($54.50) for the purpose of paying the unpaid balance of its share of the Assabet Valley Regional Vocational School District's budget for 1968, or do or act anything in relation thereto.

(Proposed by Herbert L. Cobb,
Assabet Valley Regional Vocational School District)

It is recommended that the sum of $54.50 be transferred from Surplus Funds and appropriated for the purpose designated in the article.

ARTICLE 54: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of preparing plans, specifications and cost estimates for construction, furnishing and equipping a Fire Station as is recommended by the Town Housing Committee and to grant authority to said committee, acting with the approval of the Selectmen, to enter into contracts for such purposes, or do or act anything else in relation thereto.

(Proposed by the Town Housing Committee)

The Advisory Committee does not recommend affirmative action on this article, as no definite site has yet been determined. This seems premature.

And to notify the Inhabitants of the First Precinct of the said Town of Southborough, qualified to vote in elections to meet in the Town House in said Southborough, and the Inhabitants of the Second Precinct of said Town to meet in the new Southville Fire Station, on

Monday, March 17, 1969

Then and there at those places to bring in their votes to the

Election Officers at the respective Precincts, for Moderator, for a term of one year, for Town Treasurer for a term of one year, for Town Clerk for a term of three years, for one member of the Board of Selectmen for a term of three years, for one member of the Board of Assessors for a term of three years, for two members of the School Committee for a term of three years, for one member of the Board of Health, for a term of three years, for one member of the Board of Water Commissioners for a term of three years, for Tree Warden for a term of three years, for two members of the Board of Library Trustees for a term of three years, for one member of the Board of Cemetery Commissioners for a term of three years, for one member of the Planning Board for a term of five years, for one member of the Assabet Valley Regional Vocational District Committee for a term of three years, and for the further purpose of submitting for acceptance to the registered voters in the form of the following question which shall be printed upon the official ballot to be used at the election:

> "Shall the town, in addition to the payment of fifty per cent of a premium for contributory group life and health insurance for employees in the service of the town and their dependents, pay a subsidiary or additional rate?"
>
> Yes ..... No .....

The Polls in each precinct will be open at eight o'clock in the morning and will be closed at eight o'clock in the evening of said day.

And you are to give notice hereof by posting true and attested copies of the Warrant at the Town Hall, Fayville Village Hall, Central Fire Station, Southville Fire Station, Southborough News Shop, Central Street Market, Mauro's Market, Southboro Drug Store, Holmes Variety Store, Fitzgerald's Store, Lincoln's Store, and Turnpike Food and Liquor Mart, seven days at least, before the time appointed for such meeting.

Given under our hand this twenty-eighth day of January 1969, in the year of Our Lord, One Thousand Nine Hundred and Sixty-nine, and in the One Hundred Ninety-third year of the Independence of the United States of America.

Attest:

Constable

LOUIS J. BARTOLINI, Ch.
CHARLES B. SWARTWOOD III
ROBERT C. DUMONT
Board of Selectmen of the Town
of Southborough Massachusetts